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ABSTRACT

The history, structure, organization, and function of the Association for Intercollegiate Athletics for Women are presented in this handbook. Members of the executive board, the regional representatives, the headquarters staff, and the standing, special, and presidential committees are listed. Bylaws, policies, and regulations are presented, and the appointments of AIAW representatives to other organizations and committees are given. Procedures and schedules for the AIAW-sponsored National Championships are outlined, and the development of local AIAW-affiliated organizations is described. A position paper on intercollegiate athletics for women and copies of the official AIAW television plan, letter of intent, affidavit of eligibility, financial aid form, and injury/illness report form are also included. A list of AIAW and National Association for Girls and Women in Sport publications is appended. (LH)

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INTERCOLLEGIATE
ATHLETICS FOR WOMEN

U S DEPARTMENT OF HEALTH,
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AIAW Handbook 1978-1979

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HISTORY OF AIAW

The Association for Intercollegiate Athletics for Women was established in 1971, by women in athletics, to provide governance and leadership dedicated to the assurance of standards of excellence and educational soundness in women's intercollegiate athletics. The Association is comprised of over 850 two and four year college and university member institutions. This figure represents a growth from 280 in 1971-72 continuing upward to 615 in 1976 and 750 in 1977. AIAW replaced the Commission on Intercollegiate Athletics for Women (CIAW) which was originated in 1967 by the Division for Girls and Women's Sports (now the National Association for Girls and Women in Sport). The Commission established the national championships and encouraged the organization of colleges and universities and/or organizations of women physical educators to govern intercollegiate competition for women at the local, state and regional levels.

AIAW's policies, rules and regulations are established by institutional representatives and the Association is committed to providing fair, equitable treatment for the female student-athlete as an integral part of the educational program of its member schools. AIAW has been in the forefront of the vital effort to assure equal opportunity in collegiate athletic programs for all students, female and male.

In 1978-79, AIAW will offer a full program of eighteen national championships in 13 different sports for women intercollegiate athletes in the sports of field hockey, volleyball, cross country, badminton, basketball, gymnastics, swimming and diving, synchronized swimming, skiing, track and field, tennis, golf and softball. Thirteen championships are conducted for the active membership of AIAW; five championships are held specifically for small colleges. Two championships are jointly sponsored. The U.S. Field Hockey Association and the Amateur Softball Association work with the AIAW in the sponsorship of championships in field hockey and softball, respectively.

AIAW is a structure of the National Association for Girls and Women in Sport (NAGWS), a professional organization of physical educators, coaches and other athletic personnel, affiliated with the American Alliance for Health, Physical Education and Recreation. The organization maintains an educational and philosophical association with both NAGWS and AAHPER.

In addition to its close relationship with those organizations previously mentioned, the AIAW works in liaison with such organizations as the Amateur Basketball Association of the U.S.A., the U.S. Collegiate Sports Council, the U.S. Olympic Committee in which it holds a Group B membership, the U.S. Volleyball Association, as well as governing organizations for men's intercollegiate athletics and high school athletic programs. Through such affiliations the AIAW maintains its viability as the governing body for women's intercollegiate athletics.

Structure

Officers of AIAW elected by all active member institutions in attendance at Delegate Assembly include the President-elect, Treasurer, Ethics and Eligibility Chairperson and Chairperson-elect and the Rules Standards Chairperson. In addition, each of nine regions is permitted one representative elected by the member schools from that region.

The active membership of AIAW is classified into large and small college categories based upon full time female undergraduate enrollment. Member institutions in each of these classifications also elect a division Vice President and a National Championship Commissioner. A Student Representative and Representative-elect are elected by those students in attendance at the Delegate Assembly.

The President-elect of AIAW serves one year as Elect, one year as President and one year as Past President. The three Presidents are voting members of the Executive Board, and together with the Executive Director, comprise the Executive Committee of AIAW.

The AIAW coordinates its organizational efforts through the national office staff with the field work of the following committees:

A. Standing Committees of the Executive Board

1. Executive
2. Constitution and Bylaws
3. Ethics and Eligibility
4. Rules Standards
5. Long Range Planning
6. Nominating
7. Delegate Assembly
8. Research
9. Men's Athletics
10. Fiscal
11. International Commission
12. Chief Executive Officers Council

B. Special Committees of Indefinite Tenure

1. Television
2. Promotions
3. Resolution
4. Limitations of Financial Aid for Sports Other Than Those in Which AIAW Offers National Championships
5. Division Implementation
6. Broderick Awards Evaluation
7. Credentials
8. Awards
9. Restrictive Rules
10. Amateur Status
11. Recruitment Policies and Regulations
12. Professional Sports
13. Softball Co-Sponsorship
14. Field Hockey Co-Sponsorshop
15. Coeducational Championships

C. Presidential Committees or Task Forces

1. Commission on the Status of Minority Women
2. Minimum Number of Sports for Divisions
3. Financial Considerations for AIAW Becoming a Separate Legal Entity
4. Sanctioning of All-Star Events

MEMBERSHIP

Classes

1. Active Membership

Active AIAW membership and membership in the appropriate region are required for an institution to be eligible to participate in AIAW national championships and regional qualifying events for AIAW national championships. Active membership criteria include:

1. The institution is an accredited college or university of higher education in the United States or its territories.*
2. The institution provides an intercollegiate athletic program for women in one or more sports.
3. The institution is willing to abide by the policies as stated in the AIAW Handbook and in the Constitution and Bylaws.
4. The institution is required to join the appropriate regional organization.

AIAW recognizes the following as the official organizations of regional governance:

Region 1	Eastern (EAIAW)
Region 2	Southern
Region 3	Southeastern
Region 4	Southwest
Region 5	Midwest (MAIAW)
Region 6	"Region 6" AIAW
Region 7	Intermountain
Region 8	Western (WAIAW)
Region 9	Northwest College Women's Sports (NCWSA)

Any group may petition the national organization to change the name used at present. Any institution which wishes to apply for a change in regional assignment should follow the procedure outlined in the appendix.

Active members are entitled to receive:

1. Two copies of the AIAW Handbook
2. One copy of the AIAW Directory
3. Newsletters, informational materials and other services
4. Opportunity to participate in national championships and regional qualifying events
5. Attendance of personnel at meetings of coaches and athletic directors
6. Eligibility or personnel for elected or appointed positions
7. One institutional vote at each of the following:
   a. annual Delegate Assembly
   b. any specially called Delegate Assembly
   c. mail votes of the entire membership
   d. meetings or mail votes of its particular division
   e. coaches meetings
   f. meetings of student representatives

*Institutions in the process of becoming accredited that have "correspondent" or "candidacy" status are eligible for membership.

2. Associate Membership

This membership is open to institutions which are willing to support the policies of AIAW and its Constitution and Bylaws. Associate members are entitled to voice, but no vote, in AIAW matters and are pledged to follow the rules and regulations of the Association. The Ethics and Eligibility Committee may act upon alleged violations by Associate members. (Executive Board – May 1978)

Associate members receive:

1. One copy of the AIAW Handbook and Directory
2. Newsletters and other informational materials
3. Attendance at meetings of AIAW coaches and athletic directors
4. Other services determined by the membership

3. Affiliate Membership

Organizations which are interested in supporting the ideals and purposes of AIAW, but which are not eligible for Active or Associate membership may join the AIAW as Affiliate members. These members are entitled to receive:

1. One copy of the AIAW Handbook and Directory
2. Newsletters and other informational materials

4. Junior/Community College Allied Membership

Junior/Community colleges which support the ideals and purposes of AIAW and which desire to keep informed about the organization may seek Allied membership in AIAW and receive:

1. One copy of the AIAW Handbook and Directory
2. Newsletters and other informational materials

5. Subscription Membership

This category of membership is open to individuals or institutions who wish to receive AIAW information which includes:

1. One copy of the AIAW Handbook and Directory
2. Newsletters and informational materials

Fees and Deadlines

1. *Active Membership* – computed on the basis of the number of full-time female undergraduates enrolled at the conclusion of the first term of the 1977-78 academic year.
   Small College Division – $350* – 3,000 and under full-time female undergraduate enrollment

Large College Division—$500—More than 3,000 full time female undergraduate enrollment

2. *Associate Membership*—$100**
3. *Affiliate Membership*—$50
4. *Junior/Community College Allied Membership*—$50
5. *Subscription Membership*—$25

Membership applications may be obtained from the AIAW Executive Director, 1201 Sixteenth Street, NW, Washington, DC 20036.

The official membership year is from September 15, 1978 to September 14, 1979. The deadline date for all memberships and membership benefits shall be November 15. After this date an institution may join AIAW but will be ineligible to participate in national championships for that year. Since mail in general is no longer postmarked, it may be necessary to ask the post office to hand stamp the mailing envelope for verification of the date the membership application was mailed.

In the event that the check for payment of dues cannot be secured by the deadline date, receipt of the membership application shall constitute membership. If payment does not follow by May 1 of that academic year, the institution will be ineligible for entry in national championships the following year. Past unpaid dues must accompany that institution's renewal application for membership. Any AIAW awards received by the institution during the year in which dues are unpaid by May 1 must be returned.

An institution may join the Association as an active or associate member and must retain that membership status for the remainder of the fiscal year.

A membership shall be considered lapsed if an institution fails to renew its membership. To terminate the lapse and rejoin, the institution is required to pay the current year's dues. A member which allows active membership to lapse shall not be eligible for national championships during the year of reinstatement.

Only active member institutions may enter participants in the national championships or in regional qualifying events for those national championships. Regional membership is required for membership in the national AIAW. Failure to meet the regional deadline or the national deadline will cause a school to be ineligible for national championships during that year.*

Waiver of Membership Deadline

A written request for waiver of the membership deadline may be directed to the AIAW President for action by the Executive Committee. Reasons for late application must be documented. Denial of the request may be appealed to the Executive Board. The following administrative costs for process of the waiver were fixed by the Executive Board in May 1978:

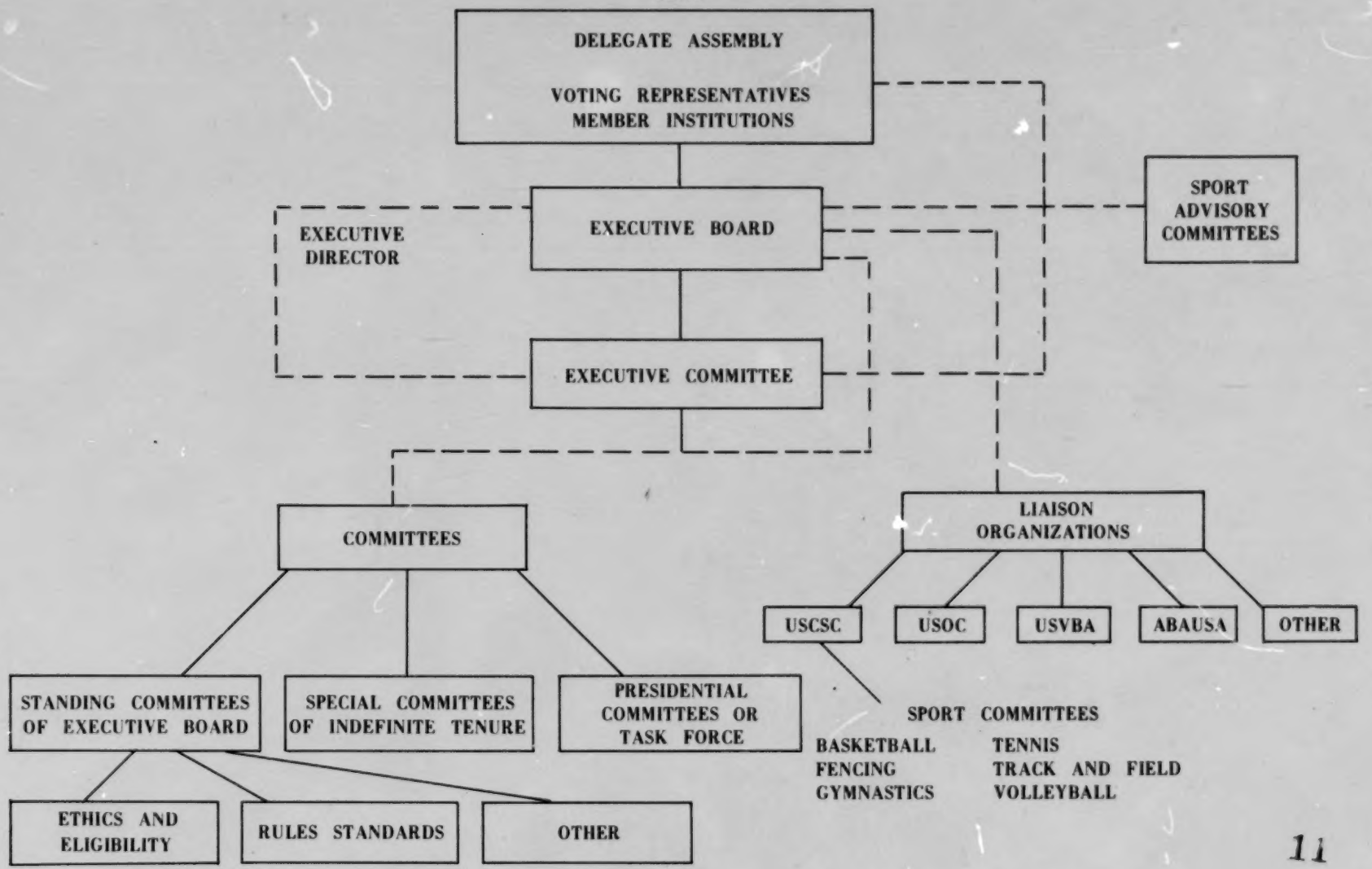
$50—Waiver of membership deadline
$50—Appeal to Executive Board

**Associate, Affiliate and Subscription fees approved by Executive Board, September 1975.

*Active membership fees approved by Delegate Assembly, 1976.

GENERAL ORGANIZATION CHART

AIAW



10

SOLID LINE---CHANNELS OF AUTHORITY
BROKEN LINE---CHANNELS OF COMMUNICATIONS

11

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Regions 2 through 9
Ethics and Eligibility
Regional Chairpersons

Student Representative
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Cortland, NY 13045

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Region 3
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Region 4
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West Chester, PA 19380

DORIS HERITAGE (Track & Field) 1980
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BILLIE MOORE (Basketball) 1980
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Los Angeles, CA 98122

MIMI MURRAY (Gymnastics) 1980
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CAROLE OGLESBY (General Sports) 1980
Temple University
Philadelphia, PA 19122

GAIL BIGGLESTONE (Winter Sports) 1980
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Durham, NH 03824

SUSAN DUKE (Volleyball) 1980
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12. CHIEF EXECUTIVE OFFICERS COUNCIL

(to be appointed)

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BONNIE SLATTON
AIAW Acting Executive Director

2. PROMOTIONS

BONNIE SLATTON
AIAW Acting Executive Director

JANE HABIGER
Director of Public Relations and Promotions

MERRILY BAKER
Princeton University
Princeton, NJ 08540

MARGOT POLIVY, *Legal Counsel*
Advisory Member
1532 16th Street, NW
Washington, DC 20036

3. RESOLUTIONS

CAROLE MUSHIER, *Chairperson*
SUNY—Cortland
Cortland, NY 13045

JO KUHN
Texas Women's University
Denton, TX 76204

EVELYN THEOBALD, *Parliamentarian*
1005 West Amelia
Phoenix, AZ 85013

4. LIMITATIONS OF FINANCIAL AID FOR SPORTS OTHER THAN THOSE IN WHICH AIAW OFFERS NATIONAL CHAMPIONSHIPS

CATHERINE "KIT" GREEN, *Chairperson*
University of Washington
Seattle, WA 98196

JEAN CERRA
University of Missouri
Columbia, MO 65201

DIANE POTTER
Springfield College
Springfield, MA 01109

5. DIVISION IMPLEMENTATION

DONNA LOPIANO, *Chairperson*
University of Texas at Austin
Austin, TX 78712

PHYLLIS HOLMES
Greenville College
Greenville, IL 62246

SARA OFFICER
Pacific Lutheran University
Tacoma, WA 98447

MARY JO WYNN
Southwest Missouri State University
Springfield, MO 65802

6. BRODERICK AWARDS EVALUATION

JUDITH HOLLAND, *Chairperson*
UCLA
Los Angeles, CA 90024

DONNA LOPIANO
University of Texas at Austin
Austin, TX 78712

MARY LANGBEIN
George Williams College
Downers Grove, IL 60515

7. CREDENTIALS

SUE GARRISON, *Chairperson*
University of Houston
Houston, TX 77004

BARBARA HEDGES
University of Southern California
Los Angeles, CA 90007

8. AWARDS

POKEY RICHARDSON, *Chairperson*
University of Southern California
Los Angeles, CA 90007

LEE RHENISH
SUNY – Albany
Albany, NY 12222

AMY DAHL
University of Oklahoma
Norman, OK 73019

9. RESTRICTIVE RULES

LEANNE GROTKE, *Chairperson*
CSU – Fullerton
Fullerton, CA 92634

NANCY BREITENSTEIN
Pomona College
Claremont, CA 91711

ARLENE GORTON
Brown University
Providence, RI 02912

E. KAYE HART
Temple University
Philadelphia, PA 19122

10. AMATEUR STATUS

JEANNE ROWLANDS
Northeastern University
Boston, MA 02115

FRAN SCHAAFSMA
California State University
Long Beach, CA 90840

(others to be named)

11. RECRUITMENT POLICIES AND REGULATIONS

ANN KOLLER, *Chairperson*
Valley City State College
Valley City, ND 58072

LINDA HERMAN
Illinois State University
Normal, IL 61761

JOAN S. HULT
University of Maryland
College Park, MD 20742

NANCY SCOTT
Valdosta State College
Valdosta, GA 31601

12. PROFESSIONAL SPORTS

JUDITH HOLLAND
UCLA
Los Angeles, CA 90024

JEANNE ROWLANDS
Northeastern University
Boston, MA 02115

(others to be named)

13. SOFTBALL CO-SPONSORSHIP

SINAH GOODE, *Chairperson*
Texas Wesleyan College
Fort Worth, TX 76105

CONNIE CLAUSSEN
University of Nebraska at Omaha
Omaha, NE 68101

TERRY MARIANI
Portland State University
Portland, OR 97209

JUDY BLUCKER
Florida International University
Miami, FL 33199

14. FIELD HOCKEY CO-SPONSORSHIP

SUE PERNICE, *Chairperson*
Indiana State University
Terre Haute, IN 47809

BECKY SISLEY
University of Oregon
Eugene, OR 97403

JOYCE COUNTISS
West Chester State College
West Chester, PA 19380

15. CO-EDUCATIONAL CHAMPIONSHIPS

JANE HOOKER
Memphis State University
Memphis, TN 38152

(others to be named)

C. PRESIDENTIAL COMMITTEES OR TASK FORCES

1. COMMISSION ON STATUS OF MINORITY WOMEN

TINA SLOAN, *Chairperson*
Temple University
Philadelphia, PA 19122

MARIAN WASHINGTON
University of Kansas
Lawrence, KS 66045

VIVIAN ACOSTA
Brooklyn College
Brooklyn, NY 11210

SHARON CHATMAN
San Jose State University
San Jose, CA 95192

CAROLE OGLESBY
Temple University
Philadelphia, PA 19122

BRENDA JOHNSON
Alabama State University
Montgomery, AL 36106

2. MINIMUM NUMBER OF SPORTS FOR DIVISIONS

JOHNNIE ARMSTRONG
Blue Mountain College
Blue Mountain, MS 38610

MARILYN FELDMAN
Illinois State University
Normal, IL 61761

3. FINANCIAL CONSIDERATIONS FOR AIAW BECOMING A LEGAL ENTITY

KAROL KAHRS, *Chairperson*
University of Illinois
Champaign, IL 61820

CINDY JACKSON, *Administrative Accountant*
AIAW Headquarters Staff
1201 Sixteenth Street, NW
Washington, DC 20036

NIKI JANUS
Harvard University
Cambridge, MA 02138

JEN SHILLINGFORD, *Member, Fiscal Committee*
Bryn Mawr College
Bryn Mawr, PA 19010

4. SANCTIONING OF ALL-STAR EVENTS

MILLIE BARNES, *Chairperson*
Central Missouri State
Warrensburg, MO 64093
(others to be named)

D. AIAW REPRESENTATIVES TO OTHER ORGANIZATIONS AND COMMITTEES

1. USOC – REPRESENTATIVE TO EXECUTIVE BOARD

CHARLOTTE WEST, Southern Illinois University

2. USCSC

CAROLE OGLESBY, Temple University

REPRESENTATIVES TO GAMES COMMITTEES

AQUATICS

STUART ISSAC
University of Michigan

KAY FROMER
Southern Connecticut State College

ATHLETICS (TRACK & FIELD)

DONNIS THOMPSON
University of Hawaii

DORIS HERITAGE
Seattle Pacific University

BASKETBALL

KAY JAMES
University of Southern Mississippi

GOOCH FOSTER
San Francisco State University

DIVING

DICK STEADMAN
Monmouth College

WARD O'CONNELL
Arizona State University

GYMNASTICS

DALE FLANSAAS
University of Nevada at Reno

VIRGINIA EVANS
University of Massachusetts

SKIING

MARILYN COCHRAN
University of New Hampshire

PAM REED
Dartmouth College

TENNIS

BELMAR GUNDERSON
Southwest Missouri State

ANN HILL GOULD
Stanford University

VOLLEYBALL

SUZANNE OCCHI
Princeton University

MARLENE PIPER
Portland State

3. ABAUSA

Vice President for Women – Billie Moore, UCLA

Member-at-Large, Games Committee –
MILLIE BARNES, Central Missouri State

Games Committee for Women –
CAROL BAUMGARTEN, Drake University
JODY CONRADT, University of Texas at Austin
DARLENE MAY, California Polytechnic at Pomona
BILLIE MOORE, UCLA
LOUISE O'NEAL, Yale University
JEANNE ROWLANDS, Northeastern University

4. USVBA

DEBORAH HUNTER, Southern Illinois University

5. ACE

N. PEG BURKE, University of Iowa

6. NAIRS

MARLENE ADRIAN, Washington State University

7. ASA

MARY LITTLEWOOD, Arizona State University

8. USFHA

MARGIE GREENBERG, Barnard College

9. AIAW APPOINTMENTS TO OLYMPIC SWIMMING COMMITTEE

POKEY RICHARDSON, University of Southern California

MONA PLUMMER, Arizona State University
COLLEEN GRAHAM, UCLA
ELLEN PERRY, Pennsylvania State University

10. AIAW APPOINTMENTS TO THE U.S. OLYMPIC DIVING COMMITTEE

DONALD E. LEAS, Clarion State College
LYLE DRAVES, UCLA
RICHARD STEADMAN, Monmouth College

11. AIAW APPOINTMENT TO AAU TRACK & FIELD COMMITTEE

PAT CONNOLLY, UCLA

SPORTS ADVISORY COMMITTEES FOR NATIONAL CHAMPIONSHIPS

Each designated term of office begins and ends one month following the respective championship.

BADMINTON

Pat Brown, Chairperson — 1979
Women's Athletic Department
Ball State University
Muncie, IN 47306

Donna Phillips — 1980
Coaches Representative
Western Illinois University
Brophy Hall
Macomb, IL 61455

Carrie Morrison — 1979
Student Representative
530 S. Dobson
Mesa, AZ 85202

Gloria Eli — 1982
Technical Expert
6303 South Linden Road
Swartz Creek, MI 48473

Dot Burdeshaw — 1979
Past Championship Director
Department of HPER
Mississippi University for Women
Columbus, MS 39701

Don Paup — 1980
Championship Director
Women's Athletic Department
George Washington University
Washington, DC 20052

LC BASKETBALL

Lucille Kyvallos, Chairperson — 1979
Women's Athletic Department
Queens College
Flushing, NY 11367

Louise O'Neal — 1979
Coaches Representative
Yale University
Payne Whitney Gym
New Haven, CT 06520

Jill Hutchison — 1980
Technical Expert
Women's Athletic Department
Illinois State University
Normal, IL 61761

Billie Moore — 1979
Past Championship Director
Women's Athletic Department
UCLA—405 Hilgard Avenue
Los Angeles, CA 90024

Nora Lynn Finch — 1980
Championship Director
Women's Athletic Department
North Carolina State University
Raleigh, NC 27607

CROSS COUNTRY

Chris Murray, Chairperson — 1979
Dept. of Physical Education
Iowa State University
214 Beyer Gymnasium
Ames, IA 50010

Alan Bonney — 1978
Coaches Representative
University of Washington
Tubby Graves Building
Seattle, WA 98105

Marybeth Spencer — 1978
Student Representative
425 Paunack Place #1-A
Madison, WI 53706

Barry Anderson — 1981
Technical Expert
Kansas State University
Ahearn 101
Manhattan, KS 66505

Jack Daniels — 1979
Past Championship Director
Women's Athletic Department
University of Texas
Austin, TX 78712

Dean Brittenham — 1980
Championship Director
Women's Athletic Department
University of Colorado
Boulder, CO 80309

GOLF

Carol Johnson, Chairperson — 1979
21 Lawrence Hall
University of Cincinnati
Cincinnati, OH 45221

Ann Johnstone — 1980
Coaches Representative
Women's Athletic Department
Stephens College
Columbia, MO 65201

Sally Voss — 1979
Student Representative
c/o Women's Athletic Department
Stanford University
Stanford, CA 94305

Lorraine Abbott — 1981
Technical Expert
c/o Carpenter
1017 N. Euclid Avenue
Oak Park, IL 60302

Mimi Ryan — 1979
Past Championship Director
University of Florida
Women's Athletic Department
Gainesville, FL 32604

Susan Hall — 1980
Championship Director
Oklahoma State University
Colvin PE Center
Stillwater, OK 74074

LC GYMNASTICS

Ernestine Weaver, Chairperson — 1979
Women's Athletic Department
Clarion State College
Clarion, PA 16214

Jackie Walker — 1980
Coaches Representative
Women's Athletic Department
Stanford University
Stanford, CA 94305

Chic Johnson — 1979
Technical Expert
Southwest Missouri State University
Springfield, MO 65802

Dale Shirley — 1979
Past Championship Director
Women's Athletic Department
University of Washington
Seattle, WA 98105

Gene Wettstone 1980
Championship Director
Recreation Building
Penn State University
University Park, PA 16802

SKIING

Gail Biggiestone, Chairperson 1979
Women's Athletic Department
University of New Hampshire
Durham, NH 03824

Guy Thibodeau 1979
Coaches Representative
University of Alaska
Fairbanks, AK 99701

Nancy Frechette 1979
Student Representative
c/o Women's Athletic Department
University of New Hampshire
Durham, NH 03824

George Brooks 1979
Past Championship Director
Women's Athletic Department
University of New Mexico
Albuquerque, NM 87131

Karen Kunkle 1980
Championship Director
Department of HPER
Northern Michigan University
Marquette, MI 49855

Charles Brush 1981
Future Championship Director
Middlebury College
Middlebury, VT 05753

LC SWIMMING AND DIVING

Charlie Hodgson, Chairperson 1979
Campus Sports & Recreation
University of Miami
Coral Gables, FL 33124

Mona Plummer 1979
Coaches Representative
Women's Athletic Department
Arizona State University
Tempe, AZ 85281

Lee Wellington 1979
Student Representative
104 Gamma Phi Beta House
Bowling Green State University
Bowling Green, OH 43403

Jim Stocker 1982
Technical Expert
8822 W. 47th Street
Brookfield, IL 60513

Richard Bradshaw 1980
Championship Director
University of Pittsburgh
Pittsburgh, PA 15213

SYNCHRONIZED SWIMMING

Mary Jo Ruggieri, Chairperson
Physical Education Department
Ohio State University
Columbus, OH 43210

Joyce Lindeman
Coaches Representative
15 Barbour Gym
University of Michigan
Ann Arbor, MI 48104

Cindy Ott
Student Representative
c/o Physical Education Department
Ohio State University
Columbus, OH 43210

Jackie Douglas
Technical Expert
University of Wisconsin
Madison, WI 53701

Mary Culhane 1979
Past Championship Director
Oberlin College
Oberlin, OH 44074

Pat Rodgers 1980
Championship Director
SUNY – Albany
Albany, NY 12222

LC TENNIS

Joan Johnson, Chairperson 1980
Department of PE.
California State University
5151 State University Drive
Los Angeles, CA 90032

Betty Brown 1979
Coaches Representative
Women's Athletic Department
Auburn University
Auburn, AL 36830

Sheila McInerny 1979
Student Representative
c/o Barbara Hedges
USC – Heritage Hall
Los Angeles, CA 90007

Isabella Hutchison 1980
Technical Expert
P.O. Box 248241
University of Miami
Coral Gables, FL 33124

Dean Burroughs 1979
Past Championship Director
Women's Athletic Department
Salisbury State College
Salisbury, MD 21801

Catherine Ballard 1980
Championship Director
University of Iowa
Halsey Gymnasium
Iowa City, IA 52242

INTERIM INDOOR TRACK

Christine Brooks, Chairperson
Biomechanics Lab
Penn State University
University Park, PA 16802

Dorothy Doolittle
Hearnes Building
University of Missouri
Columbia, MO 65201

Kathy Hildreth
Box 8173
Idaho State University
Pocatello, ID 83209

Mamie Rallins
Ohio State University
410 W. Woodruff Avenue
Columbus, OH 43210

Barry Anderson
Ahearn Fieldhouse
Kansas State University
Manhattan, KS 66506

TRACK AND FIELD

Nell Jackson, Chairperson 1979
Jenison Fieldhouse
Michigan State University
East Lansing, MI 48824

Mamie Rallins 1979
Coaches Representative
Ohio State University
410 W. Woodruff Avenue
Columbus, OH 43210

Cheryl Gilliam 1979
Student Representative
c/o Women's Athletic Department
Michigan State University
East Lansing, MI 48824

Bert Lyle
Technical Expert
Deaprtment of Athletics
P.O. Box 22133, TWU Station
Denton, TX 76204

Terry Crawford 1979
Past Championship Director
115 Stokely Athletic Center
University of Tennessee
Knoxville, TX 37918

Mark Pittman 1980
Championship Director
Jenison Fieldhouse
Michigan State University
East Lansing, MI 48824

VOLLEYBALL

Mary Ridgway 1980
Coaches Representative
Women's Athletic Department
University of Texas, Arlington
Arlington, TX 76019

Missy Blancy 1979
Student Representative
Women's Athletic Department
University of Rhode Island
Kingston, RI 02881

Karol Kahrs 1978
Technical Expert
Women's Athletic Department
University of Illinois
114 Assembly Hall
Champaign, IL 61820

Elaine Michaelis 1979
Past Championship Director
289 Richards Building
Brigham Young University
Provo, UT 84602

Stephanie Schleuder 1980
Championship Director
University of Alabama
P.O. Box 6449
University, AL 35486

SC BASKETBALL

Betty Norman, Chairperson 1980
Women's Athletic Department
Biola College
13800 Biola Avenue
LaMirada, CA 90639

Laura Golden
Technical Expert
Colorado College
Colorado Springs, CO 80903

Gerald Griffin 1979
Past Championship Director
Francis Marion College
Florence, SC 29501

Lynn Dorn 1980
Championship Director
North Dakota State University
Fargo, ND 58102

SC GYMNASTICS

Maxine Davis, Chairperson 1980
Women's Athletic Department
Eastern Washington State University
Cheney, WA 99004

Paul Mengedoht
Coaches Representative
Women's Athletic Department
Pacific University
Forest Grove, OR 97116

Gail Davis
Technical Expert
Rhode Island College
600 Mt. Pleasant Avenue
Providence, RI 02908

Carl Townsend 1979
Past Championship Director
U.S. Air Force Academy
USAF Academy, CO 80840

Championship Director 1980
(to be announced)

SC SWIMMING AND DIVING

Carol Clay, Chairperson
Women's Athletic Department
Clarion State College
Clarion, PA 16214

Jim Brik
Technical Expert
Willamette University
900 State Street
Salem, OR 97301

Peter Kennedy 1979
Past Championship Director
Women's Athletic Department
Brenau College
Gainesville, GA 30501

Jerry Ballew 1980
Championship Director
University of Nevada, Reno
Reno, NV 89557

SC TENNIS

Bev Thornburg, Chairperson 1980
Women's Athletic Department
North Central College
Naperville, IL 60515

Joan Cronan
Coaches Representative
College of Charleston
Charleston, SC 29401

Ann Cleary 1979
Student Representative
c/o Women's Athletic Department
College of Wooster
Wooster, OH 44691

Lee Jackson
Technical Expert
42 Forest Lane
Bronxville, NY

Sharon LaTour 1979
Past Championship Director
Westmont College
Santa Barbara, CA 93108

Championship Director 1980
(to be announced)

SC VOLLEYBALL

Sue Gozansky, Chairperson
University of California, Riverside
P.O. Box 112
Riverside, CA 92507

Sally Woods 1979
Student Representative
c/o Women's Athletic Department
Missouri Western State
4525 Downs Drive
St. Joseph, MO 64507

Bev Thornburg 1979
Past Championship Director
North Central College
Naperville, IL 60540

Lucy McDaniel 1980
Championship Director
Florida Technological University
Orlando, FL 32816

AIAW/USFHA FIELD HOCKEY

Joy Archer, Chairperson 1980
Women's Athletic Department
College of William and Mary
Williamsburg, VA 23185

Barbara Longstretch 1980
Coaches Representative
Women's Athletic Department
Stanford University
Stanford, CA 94305

Leta Walter 1979
USFHA Appointee
Women's Athletic Department
San Jose State University
San Jose, CA 95192

Margie Greenberg 1980
AIAW Appointee
Women's Athletic Department
Barnard College
New York, NY 10027

Poo Putsch 1979
Past Championship Director
Women's Athletic Department
University of Denver
Denver, CO 80210

Jean Putnam 1980
Championship Director
Women's Athletic Department
Central Washington University
Ellensburg, WA 98926

AIAW/ASA SOFTBALL

Jill Hutchison, Chairperson 1979
Women's Athletic Department
Illinois State University
Normal, IL 61761

E. J. McConkie 1979
Coaches Representative
Division of HPER
California State University
Sacramento, CA 95819

Margo Smith 1979
Student Representative
c/o Women's Athletic Department
Portland State University
Portland, OR 97207

Connie Claussen 1980
Past/Present Championship Director
Women's Athletic Department
University of Nebraska
Omaha, NE 68101

Mary Littlewood 1979
AIAW Appointee
Arizona State University
Tempe, AZ 85281

Jerry Stremel
ASA Appointee
Kansas Softball Association
411 E. 10th Street
Hutchison, KS 67501

Carl Kelly
ASA Commissioner
Omaha Softball Association
6404 Maple Street
Omaha, NE 68104

ASSOCIATION FOR INTERCOLLEGIATE ATHLETICS FOR WOMEN CONSTITUTION*

ARTICLE I

Name

The name of the organization shall be the Association for Intercollegiate Athletics for Women (hereinafter referred to as AIAW).

ARTICLE II

Organization

Section 1. The AIAW is an official structure of the National Association for Girls and Women in Sport (hereinafter referred to as NAGWS) of the American Alliance for Health, Physical Education, and Recreation (hereinafter referred to as AAHPER).

ARTICLE III

Purposes

The purposes of the AIAW shall be:

1. To foster broad programs of women's intercollegiate athletics which are consistent with the educational aims and objectives of the member schools and in accordance with the philosophy and standards of the NAGWS.
2. To assist member schools in extending and enriching their programs of intercollegiate athletics for women based upon the needs, interests, and capacities of the individual student.
3. To stimulate the development of quality leadership for women's intercollegiate athletic programs.
4. To foster programs which will encourage excellence in performance of participants in women's intercollegiate athletics.
5. To maintain the spirit of play within competitive sport events so that the concomitant educational values of such an experience are emphasized.
6. To increase public understanding and appreciation of the importance and value of sports and athletics as they contribute to the enrichment of the life of the woman.
7. To encourage and facilitate research on the effects of intercollegiate athletics on women and to disseminate the findings.
8. To further the continual evaluation of standards and policies for participants and programs.
9. To produce and distribute such materials as will be of assistance to persons in the development and improvement of intercollegiate programs.
10. To hold national championships and to sponsor conferences, institutes, and meetings which will meet the needs of individuals in member schools.
11. To cooperate with other professional groups of similar interests for the ultimate development of sports programs and opportunities for women.
12. To provide direction and maintain a relationship with AIAW regional organizations.
13. To conduct such other activities as shall be approved by the governing body of the Association.

The AIAW shall not have any purpose nor engage in any activity which would be inconsistent with the status of an educational and charitable organization as defined in Section 501(c)(3) of the Internal Revenue Code of 1954 or any successor provision thereto, and none of the said purposes shall at any time be deemed or construed to be other than the public benefit purposes and objectives consistent with such educational and charitable status. And provided further that the AIAW will not adopt purposes nor engage in any other activity inconsistent with the purposes and policies of AAHPER and its NAGWS.

ARTICLE IV

Membership

Section 1. The AIAW shall consist of institutional members and others who are willing to support the purposes as set forth in this constitution. The classes of membership together with the voting and other rights accruing to each are set forth in the Bylaws.

Section 2. The AIAW shall assess such dues from members as necessary to support the stated purposes of the organization.

ARTICLE V

Governing Authority

The AIAW shall be governed by an Executive Board and a Delegate Assembly, which bodies shall act within the framework of this Constitution. The composition of these governing bodies, the qualifications, and method of selection of their members, and their respective powers or duties shall be set forth in the Bylaws.

ARTICLE VI

Officers

The AIAW shall have officers as designated in the Bylaws. The qualifications of officers, the method of their selection, and their respective powers and duties shall be set forth in the Bylaws.

ARTICLE VII

Restrictions

Section 1. No part of the net earnings of the AIAW shall inure to the benefit of any member, sponsor, donor, creator, director, officer, employee, or without limitation, any other private individual or to the benefit of any corporation or organization, any part of the net earnings of which inure to the benefit of any private individual; provided, this shall not prevent payment of reasonable compensation for services actually rendered to or for the AIAW in effecting its purposes.

Section 2. The AIAW shall not divert any part of its income or corpus to any member, sponsor, donor, creator, director, officer or employee by lending any part of its income to corpus without receipt of the adequate security and a reasonable rate of interest; by paying any compensation in excess of reasonable allowance for salaries, or other compensation for personal services actually rendered; by making any purchase of security or other property for more than adequate consideration for money or money's worth; by selling any substantial part of its securities or other property for less than adequate consideration for money or money's worth; or by engaging in any other transaction which either directly or indirectly results in such diversion of its income or corpus. The AIAW shall not make any accumulation of its income, unreasonable in amount or duration, or use any income for purposes other than the objects hereinbefore set forth or invest any income in any manner as to jeopardize the fulfillment or carrying out of its objects. The AIAW shall not de-

*The AIAW Constitution was approved at the AIAW Delegate Assembly, November 4-6, 1973, Overland Park, Kansas.

vote a substantial portion of its activities to carrying on propaganda or otherwise attempting to influence legislation, and in no event shall the AIAW engage in any legislative activities other than those in direct furtherance of the Association's stated objectives. The AIAW shall not participate in or intervene in any political campaign of any candidate for public office. In general, the AIAW shall not act in any way or engage in any activity which might affect its right or the right of AAHPER to full tax exemption or the right of donors to the AIAW or AAHPER to full tax deduction for their contributions to the AIAW or AAHPER, and the AIAW shall be so operated as to be entitled to and receive all tax exemptions, Federal or local, which may from time to time be granted to charitable, scientific, or educational associations or foundations.

ARTICLE VIII

Relationships with the American Alliance for Health, Physical Education, and Recreation

Section 1. As an official structure of AAHPER, the AIAW shall have purposes and engage in activities consistent with the policies and activities of AAHPER and consistent with the AAHPER's status as a charitable and educational organization as defined in Section 501(c)(3) of the Internal Revenue Code of 1954.

Section 2. The AIAW shall engage only in activities of the type having the general approval of NAGWS of AAHPER and which are generally appropriate for charitable and educational organizations. The AIAW shall annually submit reports of past activities, proposed activities and budgets to NAGWS of AAHPER.

ARTICLE IX

Bylaws

The AIAW may adopt Bylaws which shall be consistent with this Constitution by a 2/3 majority vote of the members voting, providing a quorum as defined in the Bylaws has voted. Should there be any inconsistency between this Constitution and the Bylaws, this Constitution shall prevail.

ARTICLE X

Amendments

Section 1. This Constitution can be amended by a 2/3 vote of the Delegate Assembly of AIAW with the approval of AAHPER and its counsel.

Section 2. Should, in the opinion of AAHPER and its counsel, amendments be required for the purpose of qualifying or retaining qualifications under Section 501(c)(3) of the Internal Revenue Code of 1954 or any successor provisions thereto, such amendments, as promulgated by AAHPER, will become a part of this Constitution, with or without the consent of the AIAW or its members.

ASSOCIATION FOR INTERCOLLEGIATE ATHLETICS FOR WOMEN

BYLAWS

I. MEMBERSHIP

A. *Classes*

1. Active Membership

a. Definition

Open to institutions which sponsor an intercollegiate athletic program for women in one or more sports and which are willing to abide by the policies of AIAW and its Constitution and Bylaws.

b. Privileges

(1) Voting

Each member institution shall be entitled to one vote

(a) at the annual Delegate Assembly.

(b) at any specially called Delegate Assembly.

(c) on all mail votes of the entire membership.

(d) at meetings or on mail votes of its particular division.

(e) at coaches' meetings.

(f) at meetings of student representatives.

(2) Participation by their students in the appropriate AIAW regional qualifying tournaments and AIAW national championships.

(3) Attendance of personnel at AIAW coaches' and athletic directors' meetings.

(4) Eligibility of personnel for elected or appointed positions.

(5) Receipt of the following materials and/or services:

(a) Two copies of the Handbook

(b) Newsletters and informational materials

(c) The Directory

(d) Other services determined by the membership

c. Divisions

Member institutions may be divided within the class of active membership on the basis of size of enrollment, type of institution and/or level of competition. The following divisions of active membership are established:

(1) Small college/university – 3,000 and under full time female undergraduate enrollment

(2) Large college/university – over 3,000 full time female undergraduate enrollment

d. Multiple and Branch Campuses

(1) In order to participate in an AIAW national championship, a college or university having multiple or branch campuses must hold a membership for each campus or branch which fields an intercollegiate team.

(2) A student enrolled on one campus may not participate on teams fielded by other campuses of the same institution unless the institution she attends can demonstrate each membership year that:

(a) It does not grant degrees as a separate entity; and

(b) It has no intercollegiate athletic program for either men or women.

(3) Requests for waiver of this regulation shall be directed to the Ethics and Eligibility Committee.

2. Associate Membership

a. Definition

Open to institutions which are willing to support the policies of the AIAW and its Constitution and Bylaws.

b. Privileges

Associate member institutions shall be entitled to the following privileges:

(1) Voice, but no vote in the AIAW matters arising in meetings or otherwise.

(2) Attendance at AIAW coaches' and athletic directors' meetings.

(3) Receipt of the following materials and/or services:

(a) One copy of the Handbook

(b) Newsletters

(c) The Directory

(d) Other informational materials

(e) Other services determined by the membership

3. Affiliate Membership

a. Definition

Open to organizations which are interested in supporting the ideals and purposes of AIAW but are not eligible for active or associate membership.

b. Privileges

(1) Receipt of the following materials:

(a) One copy of the Handbook

(b) Newsletters

(c) The Directory

(d) Other informational materials

4. Junior/Community College Allied Membership

a. Definition

Open to junior/community colleges who are interested in supporting the ideals and purposes of AIAW and staying informed but who do not elect to be active or associate members.

b. Privileges

(1) Receipt of the following materials:

(a) One copy of the Handbook

(b) Newsletters

(c) The Directory

(d) Other informational materials

5. Subscription Membership

a. Definition

Open to interested persons or institutions who apply to the AIAW national office and pay a subscription fee, the amount of which shall be determined by the AIAW Executive Board in cooperation with the AIAW national office staff.

b. Privileges

(1) One copy of AIAW Handbook and Directory.

(2) Receipt of AIAW informational mailings.

B. *Change of Membership Class and/or Division*

A membership institution may not change its class of membership or division of membership during the membership year.

C. *Eligibility for Membership*

1. Membership is open to any college, university, junior/community college or multi-campus institution within the United States or its territories which:
   a. is an accredited* institution of higher learning.
   b. is a member of the appropriate regional and state organizations as stipulated in these Bylaws (Article I, C, 2,e, and III, A and B).
   c. supports the policies of the AIAW and its Constitution and Bylaws.
2. Application and Renewal
   a. The initial application must be signed by the President or chief administrative officer of the institution and the administrator directly responsible for the women's intercollegiate program. If a women's intercollegiate program does not exist, then the application must be signed by the chairperson of the physical education department. The name of the voting representative must be indicated on the initial application.
   b. The name of the voting representative indicated on the initial application indicates approval of that person by the chief administrative officer of that institution. Any change in the voting representative must be approved by the chief administrative officer.
   c. Each renewal need only be signed by the administrator directly responsible for the women's intercollegiate program.
   d. In the case of affiliate membership applications, the chief administrative officer of the applicant organization must sign the initial application and each renewal.
   e. Membership in the appropriate regional and state regulatory organizations (Article III) must be indicated and verified by the appropriate regional representative in all applications for "active" membership.
   f. Membership applications and renewals must be received by the AIAW by November 15 for full privileges of membership.
   g. Application for membership or renewal received between November 15 and May 1 shall entitle the institution to all privileges except eligibility for national championships.

D. *Waiver and Appeal of Membership Deadlines*

1. New Memberships in the Association
   a. A written request for waiver of the membership deadline should be directed to the President for action by the Executive Committee.
   b. Such request should fully document reason(s) for late application.
   c. Such request must be accompanied by a check to cover the administrative costs involved. The amount of this cost will be set and periodically reviewed by the Executive Board.
   d. The regional representative shall be notified of the request for waiver by the President or her designee and asked to submit any information related to the request. Such information shall also be made available to the affected institution.
   e. A ruling which denies membership may be appealed to the Executive Board, but additional administrative costs will be assessed. The decision of the Executive Board shall be final.
2. Renewal Memberships in the Association
   a. Waivers and appeals of renewal memberships deadline shall be considered only if it can be demonstrated that factors beyond the institution's control prevented filing before the specified deadline.
   b. Requests for waiver and appeal procedures and the related requirements are as outlined in I, D, 1.
3. Regional Memberships
   a. Appeals involving regional membership deadlines shall be considered only upon submission to the Ethics and Eligibility Chairperson after the region involved has issued its decision.
   b. The appeal must be accompanied by a check to cover administrative costs. (See I, D, 1, c.)
   c. The regional representative or her designee shall be contacted to provide all materials reviewed by the region in reaching its decision and to transmit a copy of the decision rendered.
   d. The institution's representative shall be given an opportunity to submit any additional pertinent material.
   e. The decision of the Ethics and Eligibility Committee shall be final.
4. State Memberships
   a. Appeals involving state membership shall be made to the appropriate regional body as specified in that region's governing documents.
   b. If the region denies the appeal, the institution may appeal to the Ethics and Eligibility Committee under the procedures specified in I, D, 3.

E. *Lapse of Membership*

1. A membership shall be considered lapsed if an institution fails to renew membership.
2. To terminate the lapse and rejoin, the institution is required to pay the current year's dues.
3. A member which allows active membership to lapse shall not be eligible for national championships during the year of reinstatement.

F. *Termination and Reinstatement of Membership*

1. Membership privileges may be withdrawn (wholly or in part) as a result of violations of the policies and procedures stated in the Constitution, Bylaws and Handbook. Such decisions shall be made by the appropriate sanctioning authority (i.e., Ethics and Eligibility Committee, Rules Standards Committee, or Appeals Board). Decisions to withdraw active membership shall be ultimately reviewed by the AIAW Executive Board should the sanctioned member so request. Such requests shall be made within 14 days of the issuance of the decision of the sanctioning authority.
2. a. Membership privileges may be reinstated by the Ethics and Eligibility Committee or Rules Standards Committee when the offending institution: abides by the penalty assessed; and shows evidence of having corrected the situation which caused the withdrawal of privileges.

*Institutions that are in process of becoming accredited and that have "candidacy" or "correspondent" status are eligible for membership.

b. Active membership may be reinstated by the Executive Board when the offending institution: abides by the penalty assessed; and shows evidence of having corrected the situation which caused the withdrawal of privileges.

3. The Ethics and Eligibility Committee and Rules Standards Committee shall not be bound by judicial rules of evidence in accordance with appeal procedures but shall hold a fair hearing at which the member institution, after having been given adequate notice of the charges, may review any evidence against it and present any evidence on its behalf.
4. The Ethics and Eligibility Chairperson, the Rules Standards Chairperson or the Appeals Board Chairperson, whichever body has acted, shall notify the member institution and the AIAW national office of the resolution of the Committee or Appeals Board.
5. Failure to pay dues by May 1 shall terminate membership. A member shall be reinstated upon filing an application, and paying both the prior and the current year's dues.

G. *Responsibility for the Program*
The ultimate responsibility for the practices and conduct of all member institutions, its director of athletics and coaches, shall rest with the President of the institution.

II. DUES

A. *Determination of Dues*
1. A committee composed of the President-elect, Past President and Treasurer shall submit a resolution to the Executive Board of the amount of projected dues.
2. The Executive Board may ratify this resolution or take other action it deems necessary.
3. Dues may vary between classes of membership and by division within the class of active membership.

B. *Notification of Dues Changes*
Member institutions shall be notified at least one year before dues changes become effective.

C. *When Payable*
1. Dues are payable upon receipt of the membership invoice.
2. No institution shall be allowed to compete in a national championship until it has paid any arrearages that it owes.

III. REGIONAL AND STATE* ORGANIZATIONS

A. *Regional Organizations*
1. Number
There shall be nine regional organizations. Membership in the appropriate regional organization shall be required in order to maintain active membership in AIAW.
2. Qualification for Membership
A region may accept a member only if that member is also a member of AIAW. (Exception: New members of regional and state AIAW organizations, subsequent to approval of this Bylaw, shall be permitted to hold membership in such organizations for a period of two years without becoming members of AIAW.)
3. Governance
a. Each regional organization shall determine its own governing structure, but its constitution, bylaws and/or other documents of regional governance shall be filed with the Rules Standards Chairperson for review as to the consistency with AIAW Constitution and Bylaws and policies in the appropriate areas. These documents shall be filed within a reasonable time following such a request by the Rules Standards Chairperson.
b. In the event of inconsistency with AIAW documents, specified in III, A, 3, a,
(1) the Rules Standards Committee shall notify the appropriate regional designee of such inconsistency.
(2) the inconsistent regulations shall be suspended until appropriately amended.
(3) the region shall bring its governing policy documents into compliance at the earliest practical time but not later than the time frame specified by the Rules Standards Committee.

4. Qualifying Events
a. Only AIAW active members may participate in regional qualifying events.
b. If national championships are offered on a divisional basis in sports where regional qualifying events are necessary, each region is responsible for verifying a championship representative through conduct of a qualifying event or other objective criteria to be determined by the region through its regional representative.

5. Transfer
Transfer of member institutions from stated geographic regions may be accomplished by petitioning for a change of assignment according to procedures stated in the Handbook. This assignment would be effective for all sports at that institution and would be in effect for a minimum of three years.

B. *State Organizations*

1. Qualifications for Membership
A state may accept a member only if that member is also a member of the appropriate region and a member of AIAW. (Note exception under III, A, 2.)

2. Governance
a. Each state organization shall determine its governing structure but its constitution, bylaws and/or other documents of state governance shall be filed with the Rules Standards Chairperson for review as to the consistency with the AIAW Constitution and Bylaws and policies in the appropriate areas. These documents shall be filed within a reasonable time following such a request by the Rules Standards Chairperson.
b. In the event of inconsistency with AIAW documents, specified in Article II, B, 2, a, each state shall bring its own governing policy documents into compliance at the earliest practical time. Upon notification by the Rules Standards Committee, any state regulation inconsistent with AIAW policy shall be suspended until appropriately amended.

*"State Organization," as used in these Bylaws, shall include any state AIAW organization or other comparable governing entity which controls the entry of member institutions into regional competition.

IV. DELEGATE ASSEMBLY

A. *Purpose*

The Delegate Assembly shall serve as the direct voice of the member institutions in guiding the direction and policies of the AIAW.

B. *Powers*

1. It shall ratify or take other action on amendments to the Bylaws as submitted by the Executive Board or brought to the meeting by other appropriate action.
2. It shall vote on resolutions properly submitted to the Assembly.
3. It may conduct business at annual or special meetings.

C. *Procedures*

Matters shall be brought to the attention of the Delegate Assembly:

1. by recommendation of the Executive Board.
2. by petition filed with the AIAW national office at least 40 days prior to the Delegate Assembly. Such petitions must bear the signatures of at least 25 voting delegates.
3. Policy matters not coming before the body through the foregoing procedures may be introduced while the Assembly is in session. The Delegate Assembly may direct the Executive Board to formulate such matters and submit them to the membership for discussion and action at a subsequent Delegate Assembly.

D. *Composition*

1. The Delegate Assembly shall be composed of the duly registered voting representatives of the member institutions or their properly named substitutes.*
   a. The voting representative shall be named on the membership application.
   b. The institution on its own volition and at any time may change the voting representative but must notify the AIAW national office at least 15 days before any meeting for the representative to be seated at the Delegate Assembly meeting.
2. Executive Board members have one vote in the Delegate Assembly, but where they are the voting representatives of their schools, they shall not be given two votes.

E. *Meetings*

1. The Delegate Assembly shall meet annually at a time and place designated by the Executive Board.
2. The meeting will be presided over by the President of AIAW.
3. Special meetings of the Delegate Assembly may be called by the Executive Board or by 40% of the active member institutions' voting representatives.
   a. The purpose of the special meeting must be stated in the call.
   b. There must be a minimum of 30 days notice to the members.
   c. No business may be transacted except that mentioned in the call of the meeting.
4. A quorum of 1/3 of the total active membership shall be necessary to conduct business at any meeting.

F. *Voting*

1. Only designated voting representatives or their properly named substitutes shall vote.
2. Decisions other than amendments to the Constitution and Bylaws shall be decided by the majority of the delegates voting.
3. No person shall be allowed to cast more than one vote whether as properly named substitute or for herself/himself.

V. OFFICERS

A. 1. The officers elected by the entire membership shall be President, President-elect, Past President, Treasurer, Ethics and Eligibility Chairperson, and Rules Standards Committee Chairperson.

2. The officers elected by each division of active membership shall be Commissioner of National Championships and Division Vice President.

B. *Election*

1. General Policies
   a. Officers must be affiliated with active member institutions.
   b. The national office shall send out the slate of candidates to all voting representatives at least 40 days before the opening date of the Delegate Assembly.
   c. Officers shall be elected by secret ballot cast at the Delegate Assembly.
      (1) All voting representatives of active member institutions shall be eligible to cast ballots for the President-elect, Treasurer, Ethics and Eligibility Chairperson and Rules Standards Chairperson.
      (2) All voting representatives of active member institutions within a designated division shall be eligible to cast ballots for that division's Commissioner of National Championships and Vice President.
   d. A majority of votes cast will determine the winner. If no candidate obtains a majority, a runoff will be held between the two nominees with the most votes.
   e. No write-in votes will be counted.
   f. Tie votes between two candidates will be broken by a vote of the Past President.
   g. The ballots shall be counted under the direction of the AIAW President.
   h. Results shall be announced at the Delegate Assembly and published in the first communication to member institutions following the establishment of results.
   i. The President may not succeed herself/himself nor may any officer hold two offices at the same time.
   j. A member of the Executive Board may run for a vacancy among executive offices, and if elected, must resign the former position.
2. Election Sequence
   a. The election of a President-elect, an Ethics and Eligibility Chairperson-elect and a Rules Standards Chairperson-elect shall take place annually. Note: Both a Chairperson and Chairperson-elect of the Ethics and Eligibility Committee shall be elected in 1978. A Rules Standards Committee Chairperson shall be elected in 1978 to serve a two-year term and the first election for a Rules Standards Committee Chairperson-elect shall be held in 1979.

*The institution president or his/her designee may name a "properly named substitute" from the institution by giving a written instrument to that person designating her/him as such. The substitute must present the instrument no later than the registration time for the Delegate Assembly.

b. The election of the Commissioner of Large College/University National Championships and the Small College/University Vice President shall take place in even numbered years.
c. The election of the Commissioner of Small College/University National Championships, the Large College/University Division Vice President and Treasurer shall take place in odd numbered years.

C. *Term of Office*
1. The President shall take office at the conclusion of the annual Delegate Assembly.
2. All other newly elected officers shall take office on July 1.
3. A person elected to the presidency shall serve one year as President-elect, one year as President and one year as Past President.
4. A person elected to either the Ethics and Eligibility Chair or the Rules Standards Chair shall serve one year as Chairperson-elect and one year as Chairperson.
5. All other officers of the Board shall serve two-year terms and may succeed themselves.

D. *Duties*
1. President
a. Shall serve as executive officer of the AIAW within the parameters established in these Bylaws and the parliamentary authority adopted by AIAW.
b. Shall coordinate and interpret all activities of AIAW.
c. Shall preside at Executive Board meetings and the Delegate Assembly.
d. Shall have authority to call special meetings of the Executive Board when necessary.
e. Shall appoint a parliamentarian.
f. Shall appoint liaison representatives with approval of the Executive Committee.
2. President-elect
a. Shall be directly responsible for regional development and coordination of regional representatives.
b. Shall have responsibility for program plans for conferences and workshops.
c. Shall preside over meetings in the absence of the President.
d. Shall assume the duties of the presidency for the duration of the former President's term in the event the President resigns or is no longer able to serve in that capacity.
3. Past President
a. Shall serve as chairperson of the Constitution and Bylaws Committee.
b. Shall coordinate the plans for the Delegate Assembly and submit an agenda for this meeting to the Executive Board.
c. Shall provide continuing leadership and advisory support for AIAW.
d. Shall serve as advisor to the student representative on the AIAW Executive Board.
4. Treasurer
a. Shall serve as financial advisor to the AIAW, especially the Executive Board and the national office staff.
b. Shall be responsible for the development of the budget with input from the appropriate officers and staff members.
c. Shall orient all officers and appropriate AIAW personnel to the financial operational procedures of the AIAW.
d. Shall prepare and submit a projected budget to the Executive Board during its spring meeting for the next year.
e. Shall prepare and submit to the Delegate Assembly a financial report of the AIAW.
5. Commissioners of National Championships
a. Shall be responsible for the administration of their respective national championships.
b. Shall provide leadership, coordinate, supervise and approve the activities of the respective sport committees and meet directors.
c. Shall be responsible for interpretations of policies and procedures relative to the national championships with the exception of ethics and eligibility questions.
d. Shall prepare for Executive Board action any proposed change in championship procedures which has significant impact upon member institutions, the Association or its substructures.
e. Shall be ex officio voting member(s) of the Ethics and Eligibility Committee.
6. Chairperson of the Ethics and Eligibility Committee
a. Shall chair meetings of the Committee.
b. Shall be responsible for revising and updating the code of ethics and that portion of the Handbook dealing with eligibility, financial aid and recruitment.
c. Shall be the spokesperson for the Committee with respect to interpretation of AIAW policy relating to eligibility, recruitment and financial aid based upon athletic ability.
d. Shall, if necessary, call a meeting of the Ethics and Eligibility Committee at least one day prior to the Executive Board meeting.
e. Shall be responsible for coordinating and issuing decisions of the Ethics and Eligibility Committee in accordance with established procedures on questions relating to rule or policy infractions by members.
7. Chairperson of the Rules Standards Committee
a. Shall chair meetings of the Committee.
b. Shall be responsible for revising and updating that portion of the Handbook dealing with the Rules Standards Committee.
c. Shall be spokesperson for the Committee with respect to interpretation of AIAW policy relating to Rules Standards Committee policies and procedures.
d. Shall, if necessary, call a meeting of the Rules Standards Committee at least one day prior to the Delegate Assembly.
e. Shall be responsible for coordinating and issuing decisions of the Rules Standards Committee, in accordance with established procedures on questions relating to rule or policy infractions by members.
8. Divisional Vice Presidents
a. Shall bring concerns of their divisional member institutions to the AIAW Executive Board.
b. Shall communicate the discussions and actions of the Executive Board related to divisional interests to their divisional member institutions.
c. Shall generally seek to serve the needs for representation of their divisional member institutions on the Executive Board.

E. *Removal*
1. Any officer or the student representative may be removed by a 2/3 vote of the Executive Board whenever in their judgment such action is in the best interest of AIAW.
2. A request for removal of any other member of the Executive Board may be referred back to the original electing group if a 2/3 vote of the Executive Board approves this action.

VI. EXECUTIVE BOARD

A. *Powers*
1. The Executive Board shall exercise all the powers of the AIAW subject to such policies as may be established by the membership in the meetings of the Delegate Assembly.

B. *Composition and Terms of Office*
1. The officers of the AIAW shall be the President, President-elect, Past President, Divisional Vice Presidents, Commissioners of National Championships, Treasurer, Ethics and Eligibility Chairperson and Rules Standards Committee Chairperson.
2. A person elected to the presidency shall serve one year as President-elect, one year as President and one year as Past President.
3. A person elected to either the position of Ethics and Eligibility Chairperson or Rules Standards Chairperson shall serve one year as Chairperson-elect and one year as Chairperson.
4. The Commissioners of National Championships (one for each active membership division), the Divisional Vice Presidents (one for each active membership division) and the Treasurer serve two-year terms and may succeed themselves no more than one time.
5. A person elected to the Student Representative position shall serve one year as Student Representative-elect and one year as Student Representative. Note: The Student Representative elected in 1978 shall serve only a one-year term, while the Student Representative-elect elected in 1978 shall serve one year in that position and then succeed to the position of Student Representative.
6. There shall be one regional representative from each of the nine regions, serving a two-year term and eligible to succeed her/himself.
7. The NAGWS President serves a one-year term.
8. The AIAW Executive Director shall serve as a nonvoting member.
9. The NAGWS Executive Director shall serve as an advisory member.
10. Liaison representatives of related organizations may be seated on the Executive Board with its approval annually.
11. The general term of office of the AIAW Executive Board shall be from July 1 to June 30. The term of office of the President-elect shall begin at the conclusion of the Delegate Assembly.

C. *Voting Privileges*
Voting privileges are assigned to officers, regional representatives, student representatives and the NAGWS President.

D. *Duties*
1. Shall supervise the affairs of the AIAW.
2. Shall establish guidelines for the administration of AIAW business by the national office staff.
3. Shall formulate policies as delegated to do so by the Delegate Assembly.
4. Shall, if it deems necessary, amend the Bylaws, these changes in effect only until the next Delegate Assembly at which time the Assembly must ratify the amendment or vote it down.
5. Shall approve or take other action on the projected budget submitted to it by the Treasurer.
6. Shall refer to the Delegate Assembly any matter upon which membership guidance is necessary.
7. Shall perform other duties as are specified elsewhere in these Bylaws and are usually assumed by such a governing body.

E. *Regional Representatives*
1. Shall be chosen by the region in whatever manner the region designates.
2. Shall be affiliated with an AIAW active member institution.
3. Shall, upon their (s)election, have such notification sent to the Executive Board by the chief administrative officer of the region.
4. Shall, if they are from odd numbered regions, be (s)elected in even numbered years, and if they are from even numbered regions, be (s)elected in odd numbered years.
5. Duties
   a. Shall bring concerns of their respective regions to the Executive Board.
   b. Shall communicate the discussions and actions of the Executive Board back to the region.
   c. Shall verify membership of institutions in the regional organization and that new members have met the other criteria for membership in AIAW.
   d. Shall be fully informed and/or personally implement the administration of the regional championships.
   e. Shall promote membership in AIAW.

F. *Division Vice Presidents*
1. Shall bring concerns from the Division member(s) to the Executive Board.
2. Shall communicate the discussions and actions of the Executive Board to Division member(s).
3. Shall promote membership in AIAW.

G. *Student Representative*
1. Shall be a liaison between student-athletes and the Executive Board.
2. Shall make suggestions to the President on student membership on committees and make appointments when requested.
3. Shall chair the student advisory committee.
4. Shall chair student meetings at the Delegate Assembly.

H. *Meetings*
1. Shall meet twice annually.
2. Shall be presided over by the President.
3. Special meetings may be called by the President or any four members of the Board upon 10 days notice to members of the Board. Such notice shall tell the members what business is to come before the Board.
4. Voting
   a. Each member of the Executive Board is entitled to one vote on items coming before the body.
   b. Voting by phone shall be permitted if circumstances prevent a member from attending a regularly scheduled or specifically called meeting.
   c. Subject to the listed criteria, the following Board members shall be entitled to have an alternate if circumstances prevent their attendance at any meeting.

(1) Regional Representatives
(a) Alternate must be from the region of the absent representative.
(b) Alternate must carry a written authorization from the absent representative or other appropriate official of the region.
(2) Student Representative
(a) Alternate must be either the Student Representative-elect or student member of the Appeals Board.
(b) Alternate must carry a written authorization from the absent representative or the AIAW Past President.
(3) NAGWS President
(a) Alternate must be a member of the NAGWS Executive Committee.
(b) Alternate must carry a written authorization from the absent President or another member of the NAGWS Executive Committee.

d. A majority of votes cast shall be sufficient to transact business.

5. Quorum
At least 2/3 of the members must be present in person or by written authorization in order to convene a meeting.

I. *Vacancies in Elected Offices*

1. In the event the presidency, the Ethics and Eligibility Chair or the Rules Standards Chair is vacated, the person occupying that "elect" position shall immediately succeed to the vacated office and serve the remainder of that term and the term for which s/he was elected.
2. In the event the position of President-elect, Ethics and Eligibility Chairperson-elect or Rules Standards Committee Chairperson-elect is vacated, a special election for the vacated office shall be held to fill the remaining term of the elect office and the succeeding year(s) of responsibility in the affected office.
3. In the event the position of Treasurer is vacated, the President, with the approval of the Executive Board, shall appoint a replacement to that position for the remainder of that term of office.
4. In the event any position of Student Representative or any position of Regional Representative, Divisional Vice President or Commissioner of National Championships is vacated, the vacant office shall be filled by the appropriate electing or appointing bodies.
5. In the event the office of Past President is vacated, no interim appointment to the office shall be made. The duties of the office shall be assumed by Presidential appointee(s).

J. *The Election of the Student Representative shall be as follows:*

1. Procedure
a. Shall take place at the annual Delegate Assembly. Note: At the 1978 Delegate Assembly both a Student Representative and a Student Representative-elect shall be elected; thereafter, only a Student Representative-elect shall be elected.
b. Election shall be by secret ballot of the student representatives in attendance at the Delegate Assembly, with each member institution entitled to cast one vote.

2. Qualifications for Candidacy
a. Shall be active athletes at the time of the election unless illness, injury or other extenuating circumstances prevent them from competing. Inability to meet this criterion can be appealed to an appeals group composed of the AIAW President, Past President, Student Representative and Student Representative-elect.
b. Shall have sufficient years of undergraduate status remaining to fulfill the term of office.
c. Shall be in attendance at the Delegate Assembly.

VII. COMMITTEES

A. *Standing Committees*

1. Existing Committees
a. Executive Committee
(1) Composition
Shall consist of the three Presidents and the Executive Director as a non-voting member.
(2) Selection and Term of Office
As stipulated in Articles V, A, 1 and V, C, 2 and 3.
(3) Duties
(a) Shall act in the interim between Board meetings.
(b) Shall notify the membership of AIAW of the agenda of the Delegate Assembly at least 40 days prior to the meeting.
(c) Shall approve liaison appointments of the President.
(d) Shall have the power to exercise the full power of the Executive Board in cases of emergency until a scheduled special meeting of the Board is held. The Executive Board shall be informed in writing of such actions as soon as possible.

b. Constitution and Bylaws Committee
(1) Composition
Shall consist of the Past President, as chair, and two other Executive Board members.
(2) Selection and Terms of Office
The President shall appoint the two Executive Board members prior to the spring meeting of the Executive Board. The term of office shall be one year.
(3) Duties
(a) Shall be responsible for annual review of the Constitution and Bylaws.
(b) Shall receive revisions from the Delegate Assembly and member institutions.
(c) Shall prepare proposed changes in the Constitution and Bylaws.

c. Ethics and Eligibility Committee
(1) Composition
Shall consist of at least five and no more than seven members including the Chairperson, Chairperson-elect, the Commissioners and at least one non-Board member.
(2) Selection and Terms of Office
(a) Appointments to the Committee shall be made by the President prior to the spring meeting of the Executive Board.

(b) The term of office of non-Board member(s) is two years with the possibility of a one term reappointment.
(c) If one of the non-Board members is subsequently elected to the Executive Board, s/he may continue on the Ethics and Eligibility Committee as a Board representative unless such continuation would exceed the maximum.

(3) Duties
(a) Shall be responsible for recommending to the Executive Board changes and clarification in AIAW policies and procedures relating to ethics and eligibility.
(b) Shall be responsible for giving guidance through a code of ethics.
(c) Shall be responsible for deciding all questions of student athletic eligibility, financial aid and recruitment and any infraction thereof by member institutions.
(d) Shall function in accordance with the procedures set forth in the Handbook.
(e) Shall have the power to impose appropriate penalties upon member institutions.
(f) Shall have the power to waive any regulation in its area of responsibility when in its judgment such waiver would best advance the principles and philosophy of AIAW.

d. Rules Standards Committee
(1) Composition
Shall consist of a Chairperson, Chairperson-elect and four other members. Note: For the 1978-79 year, there shall be no Chairperson-elect.
(2) Selection and Terms of Office
(a) The Chairperson shall be elected by voting representatives at the Delegate Assembly and serve a two-year term (first election only).
(b) The Chairperson-elect shall be elected by the voting representatives at the Delegate Assembly to serve a one-year term and then succeed the chair. The first such elections shall be in 1979.
(c) Committee members shall be elected by the members of their respective regions to serve a two-year term with two being appointed in odd numbered years and two in even numbered years. In order to achieve this rotation, two of the 1978 appointments shall be for one year and two for two years. The regional committee membership rotation shall be as follows: 1978 – Regions 1, 3, 6 and 8 with Regions 1 and 3 serving one-year terms; 1979 – Regions 2 and 4; 1980 – Regions 7 and 9; 1981 – Regions 5 and 1; etc.
(3) Duties
(a) To periodically and systematically review and evaluate all rules, regulations and/or policies, other than those of AIAW, which member institutions apply or seek to apply to women's intercollegiate athletic teams or athletes. This shall include all rules, regulations and/or policies of member institutions, athletic leagues, conferences, state and/or regional organizations and any other governing entities.
(b) To investigate any inconsistencies that are found through periodic reviews and any complaints submitted in writing to the Committee Chairperson by an identified representative of an AIAW member institution.
(c) To make recommendations to the institutions and/or other entities for correcting any inconsistencies and set a time frame for the resolution of such inconsistencies.
(d) To conduct a follow-up investigation after the stated time period has elapsed to ascertain whether the inconsistencies have been resolved.
(e) To impose appropriate disciplinary measures and/or penalties against any offender which has failed to eliminate the identified inconsistencies or infractions after the time period allowed.
(f) To recommend to the Executive Board changes and/or clarifications in AIAW rules, regulations and/or policies and procedure relevant to the function of the Rules Standards Committee.

e. Nominating Committee
(1) Composition
Shall consist of a representative from each region, the Divisional Vice Presidents and a Chairperson.
(2) Selection and Terms of Office
The President shall appoint a Chairperson from the Executive Board to serve a one-year term.
(3) Duties
(a) Shall solicit from each region nominations for each elective office. Such nominations shall be submitted to the Chairperson no later than October 1.
(b) Shall present to the Delegate Assembly a slate of no more than two (2) candidates for each elected office. Nominations from the floor of the Delegate Assembly shall be accepted if any candidate so nominated meets the requirements and the nomination is endorsed by 25 voting delegates.
(c) Shall obtain nominees for Student Representative and Student Representative-elect as follows:
i A special Nominating Committee for the Student Representative-elect shall be composed of the Past Executive Board Student Representative, the Past Appeals Board Student Representative and the Student Advisor (Past President of AIAW). This Nominating Committee shall present no more than three (3) nominees

for election to the position of Student Representative-Elect.

ii Nominees must be present at the Delegate Assembly.

iii Nominees must present a vita, a position statement on student representation, and a petition of ten (10) students' signatures representing ten different member institutions to the Nominating Committee.

f. Sport Committees
   (1) Composition
      (a) Shall be in existence for each championship sponsored by AIAW.
      (b) Shall consist of past, present and future meet directors, elected coach representative, technical expert, student representative and a chairperson.
   (2) Selection and Terms of Office
      Sport Committee Chairpersons shall be appointed by the Executive Board, upon recommendations of the respective Commissioners of National Championships, to serve two-year terms.
   (3) Duties
      (a) Duties are outlined in the Handbook for Sport Committees and Championship Directors, but include preparation of policies, procedures and materials for the administration of the national championships; provision of assistance to hostess schools where necessary; coordination of efforts to find sites; and recommendation of sites, as requested by the Commissioners of AIAW Championships.
      (b) Each committee shall involve student representation in on-site deliberations of the Sport Committee or by other appropriate measures.
      (c) The Sport Committee's work is coordinated, supervised and approved by the respective Commissioners of Championships.

g. Long Range Planning Committee
   (1) Composition
      Shall consist of seven members: one from the Executive Board, two small college representatives, two large college representatives, one college/university chief administrative officer and one student-athlete.
   (2) Selection and Terms of Office
      (a) The Executive Board member shall be appointed by the President to serve a two-year term.
      (b) The small college representatives and large college representatives shall be appointed by the appropriate Divisional Vice Presidents to serve a three-year term.
      (c) The chief administrative officer shall be appointed by the AIAW President to serve a one to three-year term.
      (d) The student-athlete shall be appointed by the Student Representative to the Executive Board to serve a one-year term. This representation shall rotate among the established divisions.
   (3) Duties
      (a) To develop a statement of the basic mission and goals of AIAW.
      (b) To provide long-range direction for AIAW.
      (c) To research the necessary areas and gather pertinent data to achieve a and b.
      (d) To report on an annual basis to the AIAW Executive Board on committee functioning, recommendations and proposals.

h. Committee on Men's Athletics
   (1) Composition
      Shall consist of one AIAW member institution representative from each of the nine regions.
   (2) Selection and Terms of Office
      Members shall be appointed by the President for three-year terms, with one-third of the committee rotating from their appointed terms each year on an alternating basis. In order to achieve this rotation, one-third of the initial appointments shall be for one year, one-third for two years and one-third for three years. The committee members shall annually select a chairperson from these nine members.
   (3) Duties
      (a) To keep the AIAW membership informed and updated concerning developments within men's intercollegiate athletics, especially as those developments relate to and have significance for programs within the AIAW.
      (b) To represent the AIAW in discussions and/or meetings with comparable groups representing men's intercollegiate athletic programs.
      (c) To report on a semi-annual basis to the AIAW Executive Board concerning progress on each of the several charges and such additional assignments as may develop.
      (d) To make recommendations to the AIAW Executive Board when action on problems or issues of mutual concern to AIAW and such other organizations is deemed advisable.
      (e) To report through the Committee Chair to members at the Delegate Assembly.

2. Procedure for Formation of New Committees
   a. Only the Delegate Assembly may direct creation of a new standing committee.
   b. Any voting representative or member of the Executive Board may request that the Executive Board create such a committee. Such request must be accompanied by a proposal which includes the following suggestions relating to the proposed committee:
      (1) Need
      (2) Composition
      (3) Selection process and term of office of the chairperson and committee members.

Actual appointments to these committees, unless otherwise directed in the Bylaws, shall be made by the President in consultation with the Executive Committee.

(4) Duties

(5) Estimated annual expenditures

(6) Necessary enabling Bylaws

c. Any approved committee proposal shall be filed at the AIAW national office. Any modification in the functioning or composition of the committee shall be subject to Executive Board approval, and, if appropriate, Bylaws modification.

B. *Special Committees of Indefinite Tenure*

1. Procedure for Formation of New Committee

a. Only the Delegate Assembly may direct the Executive Board to create a special committee.

b. Any voting representative or member of the Executive Board may request that the Executive Board create a new committee. Such request must be accompanied by a proposal which includes the following suggestions relating to the proposed committee:

(1) Need

(2) Composition

(3) Selection process and term of office of the chairperson and committee members. The privilege of changing the chairperson shall rest with each President.

(4) Duties

(5) Estimated annual expenditures

2. Term of Service

Such committees may be terminated by majority vote of the Executive Board whenever their charge is deemed fulfilled.

C. *Presidential Committees or Task Forces*

1. Procedure for Formation of New Committees

May be appointed by the President in consultation with the Executive Committee and with subsequent notification to the Executive Board.

2. Term of Service

The tenure of such committees shall be the completion of a specified task or the conclusion of the term of office of the appointing President, whichever occurs first.

VIII. APPEALS BOARD

An Appeals Board shall be composed of a representative elected from and by each region and one student elected by the Delegate Assembly student caucus. Any action relative to any regulation of AIAW or subdivision thereof may be appealed to the Appeals Board. For each appeal, the Appeals Board shall be composed of three people from the panel selected as follows: one selected by the plaintiff, one selected by the defendant, and one mutually agreed upon by the first two selected.

IX. NATIONAL CHAMPIONSHIPS

The AIAW membership and AIAW eligibility requirements for AIAW national championships as stated in the Handbook shall be enforced.

X. RELATIONSHIPS WITH OTHER ORGANIZATIONS

A. *Professional Organizations*

1. NAGWS

a. The general relationship of AIAW and NAGWS is specified in the Constitution of AIAW.

b. Specific concerns of the two organizations shall be coordinated in the following manner:

(1) NAGWS rules or those accepted for use by NAGWS shall be used for AIAW events.

(2) NAGWS nationally rated officials will be utilized for AIAW events when feasible.

(3) Changes in policy voted by AIAW member institutions must be consistent with NAGWS philosophy and standards. Where changes in policy would violate NAGWS philosophy and standards, these must be referred through the AIAW President to the NAGWS Board of Directors for study and possible change. Changes in NAGWS philosophy and standards which affect AIAW operations must be referred to the AIAW Executive Board for study and possible change.

(4) AIAW rules and officiating concerns will be referred to the appropriate structure.

(5) AIAW will utilize all the appropriate services of the substructures of NAGWS.

B. *Sport Governing Organizations*

1. United States Collegiate Sports Council

The AAHPER Board of Directors delegated to the DGWS the responsibility for maintaining the women's phase of the liaison relationship with USCSC. The DGWS delegated this liaison representation to AIAW upon its inception. The relationship structure has two parts: the representative to the USCSC Executive Committee and the AIAW/USCSC games committees.

a. Representative to USCSC Executive Committee

(1) Shall be appointed by the AIAW President for a two-year term with the possibility of reappointment.

(2) Shall share a vote on the USCSC Executive Committee with the representative from NASPE.

(3) Shall attend USCSC Executive Committee meetings (3 yearly) and coordinate the work of the AIAW/USCSC games committee.

(4) Shall report annually to the AIAW Executive Board.

b. USCSC Sport Committees

(1) Shall exist in every event in which there is a women's championship in FISU program.

(2) The representative to USCSC shall recommend the respective chairpersons of each committee to the Executive Board for approval.

(3) The appointed chairperson of each sport committee shall recommend other sport committee members for appointment by the AIAW President in collaboration with the representative to the USCSC.

(4) Terms of office shall be two years with the possibility of reappointment.
(5) The function of the sport committees is to establish procedures for, and make selections of, coaches, players, and support personnel for FISU events.
(6) The chairperson of the AIAW/USCSC sport committee shall seek approval of AIAW sport chairperson for any selection procedures planned in conjunction with AIAW events.

C. *Other Organizations*
The AIAW may establish relationships with other organizations as deemed desirable. Such are defined in Article V, D, 1, f; Article VI, B, 10 and Article VII, A, 1, a, (3), (c).

XI. AMENDMENTS TO BYLAWS

The Board shall have the right to recommend amendments to the Bylaws. Such changes must be submitted to the Delegate Assembly. Approval by the Delegate Assembly requires 2/3 approval for passage. Any amendment must be placed on the agenda and submitted to the membership prior to meeting.

XII. PARLIAMENTARY PROCEDURES

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern AIAW in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order which AIAW may adopt.

AIAW CODE OF ETHICS*

The purpose of the AIAW Code of Ethics is to provide a means of assisting personnel and students of AIAW member institutions to identify ethical conduct in intercollegiate sports and to encourage those involved to pursue actions which are appropriate. The Code is not intended to be enforceable rules of conduct, the violation of which would require disciplinary action by AIAW, but rather is a guide for all concerned to apply in various aspects of sport programs. The Code of Ethics cannot be all inclusive but it does identify many areas of concern. AIAW encourages everyone involved to continue to identify and pursue conduct which promotes dignity in sport.

CODE OF ETHICS FOR COACHES

One of the purposes of intercollegiate athletics is to provide experiences and opportunities for players to develop socially acceptable and personally fulfilling values and characteristics. Competitive sports provide practice opportunities in making value judgments and developing social relationships which will help to determine desirable behavior and personal qualities. A coach has the unique opportunity to influence players in selecting and developing their personal values and desirable qualities. The philosophy, attitude, and behavior of the coach should exemplify quality human characteristics.

The coach should recognize the uniqueness and worth of each individual and help her to develop confidence, exhibit cooperation, and make a contribution to herself and others around her. Many experiences shared by the coach and player happen under stressful competitive circumstances which require maturity and experience to cope with them. These experiences provide teachable moments in which the coach should share her good judgment and show understanding and control which will influence the reactions of players, spectators, opponents, and the officials associated with the game.

A coach also has a responsibility to provide the information and training necessary for her players to achieve the highest degree of excellence for which they have potential. She also has a responsibility to promote sports and perpetuate the understanding of sports in our society. A basic part of this is the understanding and performance of the game in the true spirit of sport.

Ethical considerations for the coach:

1. Respect each player as a special individual with unique needs, experience, and characteristics and develop this understanding and respect among the players.
2. Have pride in being a good example of a coach in appearance, conduct, language, and sportsmanship, and teach the players the importance of these standards.
3. Demonstrate and instill in players a respect for and courtesy toward opposing players, coaches and officials.
4. Express appreciation to the officials for their contribution and appropriately address officials regarding rule interpretations of officiating techniques. Respect their integrity and judgment.
5. Exhibit and develop in one's players the ability to accept defeat or victory gracefully without undue emotionalism.
6. Teach players to play within the spirit of the game and the letter of the rules.
7. Develop understanding among players, stressing a spirit of team play. Encourage qualities of self-discipline, cooperation, self-confidence, leadership, courtesy, honesty, initiative and fair play.
8. Provide for the welfare of the players by:
   a. Scheduling appropriate practice periods,
   b. Providing safe transportation,
   c. Scheduling appropriate number of practice and league games,
   d. Providing safe playing areas,
   e. Using good judgment before playing injured, fatigued, or emotionally upset players,
   f. Providing proper medical care and treatment.
9. Use consistent and fair criteria in judging players and establishing standards for them.
10. Treat players with respect, equality, and courtesy.
11. Direct constructive criticism toward players in a positive, objective manner.
12. Compliment players honestly and avoid exploiting them for self-glory.
13. Emphasize the ideals of sportsmanship and fair play in all competitive situations.
14. Maintain an uncompromising adherence to standards, rules, eligibility, conduct, etiquette, and attendance requirements. Teach players to understand these principles and adhere to them also.
15. Be knowledgeable in aspects of the sport to provide an appropriate level of achievement for her players. Have a goal of quality play and excellence. Know proper fundamentals, strategy, safety factors, training and conditioning principles, and an understanding of rules and officiating.

*The AIAW Code of Ethics was approved by mail vote of AIAW membership, May, 1974.

16. Attend workshops, clinics, classes, and institutes to keep abreast and informed of current trends and techniques of the sport.
17. Obtain membership and be of service in organizations and agencies which promote the sport and conduct competitive opportunities.
18. Use common sense and composure in meeting stressful situations and in establishing practice and game schedules which are appropriate and realistic in terms of demands on player's time and physical condition.
19. Conduct practice opportunities which provide appropriate preparation to allow the players to meet the competitive situation with confidence.
20. Require medical examinations for all players prior to the sports season and follow the medical recommendations for those players who have a history of medical problems or who have sustained an injury during the season.
21. Cooperate with administrative personnel in establishing and conducting a quality athletic program.
22. Accept opportunities to host events and conduct quality competition.
23. Contribute constructive suggestions to the governing association for promoting and organizing competitive experiences.
24. Show respect and appreciation for tournament personnel and offer assistance where appropriate.
25. Be present at all practices and competitions. Avoid letting other appointments interfere with the scheduled team time. Provide time to meet the needs of the individual players.
26. Encourage spectators to display conduct of respect and hospitality toward opponents and officials and to recognize good play and sportsmanship. When inappropriate crowd action occurs, the coach should assist in curtailing the crowd reactions.

CODE OF ETHICS FOR PLAYERS

The purpose of intercollegiate athletics is to provide an opportunity for the participant to develop her potential as a skilled performer in an educational setting.

As education seeks to provide ways in which each may know herself and grow emotionally, socially and intellectually, so does the intercollegiate athletic program. In addition, the participant has the opportunity to travel, represent her school and learn the art of being a team member. All this gain is not without sacrifice, for the player may lose some individual rights and privileges as she accepts the policies of the program when she becomes a member of the team.

Ethical considerations for the player:

1. Maintain personal habits which enhance healthful living.
2. Objectively acknowledge one's own strengths and weaknesses. Recognize that each person has her own strengths and weaknesses—praise the strengths and help to strengthen weaknesses.
3. Value one's personal integrity.
4. Respect differing points of view.
5. Strive for the highest degree of excellence.
6. Willfully abide by the spirit of the rules as well as the letter of the rules throughout all games and practices.
7. Uphold all standards and regulations expected of participants.
8. Treat all players, officials and coaches with respect and courtesy.
9. Accept victory or defeat without undue emotion.
10. Graciously accept constructive criticism.
11. Respect and accept the decisions of the coach. When ethical decisions are questionable, the participant should direct her questions to the coach in private and follow appropriate channels to voice her concerns.
12. Be willing to train in order to achieve one's full potential.
13. Respect the achievements of the opponent.
14. Extend appreciation to those who have made the contest possible.
15. Be grateful for the opportunity afforded by the intercollegiate program and be willing to assist in program tasks as evidence of this gratefulness.
16. Assist in promoting positive relations among all participants who are striving to achieve athletic excellence.
17. Exhibit dignity in manner and dress when representing one's school both on and off the court or playing field.
18. Respect the accomplishments of one's teammates.
19. Expect fans to treat officials, coaches and players with respect.
20. Recognize and value the contribution of each team member.
21. Keep personal disagreements away from practices and contests.
22. Keep the importance of winning in perspective with regard to other objectives.
23. Contribute to the effort to make each practice a success.
24. Exert maximum effort in all games and practices.
25. Seek to know and understand one's teammates.
26. Place primary responsibility to the team rather than to self.
27. Refrain from partaking of drugs which would enhance performance or modify mood or behavior at any time during a season unless prescribed by a physician for medical purposes.
28. Refrain from partaking of alcoholic beverages while representing one's school.

CODE OF ETHICS FOR ADMINISTRATORS

The purpose of the women's intercollegiate program is to provide competition for highly skilled women who have come to the institution for both educational and athletic opportunities. The initial guidance and example must come from the chief administrator of the athletic program. The primary aim of the administrator is to foster ethical practices of behavior which will accomplish and fulfill goals of wholesome and desirable experiences for all individuals in the program.

Ethical considerations for the administrator:

1. Hire coaches or assign coaching duties to personnel who are qualified and interested in the particular sport.
2. Insist that players and coaches abide by and adhere to the rules and regulations set forth by organizations of which the institution is a member.
3. Strive to obtain the services of a full-time athletic trainer and team physician.
4. Encourage coaches to become knowledgeable in the prevention and immediate care of athletic injuries.
5. Ultimately be responsible for the health and safety of all participants in the intercollegiate program by:
   a. Assuring that health forms are completed for all players prior to participation.
   b. Assuring that some form of medical insurance covers each player for the duration of a season.
6. Reflect support of the intercollegiate program to both players and coaches through personal actions and, when possible, through presence at athletic events.

7. Strive to obtain adequate funds for the intercollegiate program and disperse such funds to the various sports in a fair and equitable manner. There should be no designation of major and minor sports.
8. Make provisions for the budgeting of qualified officials.
9. Seek approval for the use of adequate facilities for practices and competition and assure that teams are supplied with quality equipment.
10. Strive to gain release of class time and/or compensation for personnel who have coaching duties; and to seek approval for the hiring of additional personnel if the size of the program warrants.
11. Keep university administrative personnel informed of problems, issues and accomplishments of the intercollegiate program in order to maintain or create greater understanding between the university and athletic administrations.
12. Strive to obtain and/or retain a cooperative working relationship with personnel associated with the men's athletic program.
13. Constantly be aware of changes in policy and rules of all the organizations with which the institution is affiliated.
14. Attend, when possible, meetings, workshops, conventions, etc. in order to obtain greater insight into the operating procedures of intercollegiate organizations.
15. Provide for student input when formulating policies and procedures regarding intercollegiate participation.
16. Continually evaluate existing policies regarding operation of the intercollegiate program and, with input from coaches and players, initiate action to improve and strengthen the program.

CODE OF ETHICS FOR OFFICIALS

It is the responsibility of the official to enforce the letter and spirit of the rules in order to maintain the quality of competition necessary to achieve the goal of excellence, as well as to protect the health and welfare of each participant.

The official commands respect by her appearance, voice and actions. It is her attitude toward questions, criticisms, and varying situations and the manner in which she exhibits control which ultimately influences the tone and atmosphere of the game.

Courtesy, respect, and understanding breed a similar attitude, among coaches, players, and spectators. The official serves in the capacity of an arbitrator; the successful fulfillment of this role lies in the promotion of quality competition through a thorough knowledge of the game, an attitude of impartiality, and the creation of a positive atmosphere. In this sense, the attributes of the official become a very vital and indispensable aspect of every game situation.

Ethical considerations for the official:

1. Maintain the highest standards of honesty and integrity, making decisions without deference to team, score, spectators or home facility.
2. Maintain an objective view, keeping the game within the spirit of the rules without imposing one's own philosophical beliefs upon the participants.
3. Maintain consistency in interpreting and enforcing the rules.
4. Exhibit a thorough knowledge of the rules and a willingness to interpret rules and clarify decisions.
5. Seek to maintain the differences between the philosophy of NAGWS and that of other organizations by interpreting and enforcing the rules properly.
6. Exhibit alertness in reacting to the immediate situation without interjecting her own personal feelings.
7. Exhibit concern for the player's welfare by correcting those situations which involve actions detrimental to the welfare of participants.
8. Maintain a friendly and communicative attitude toward players, coaches, and spectators.
9. Fulfill role as an arbitrator by recognizing and controlling the tempo of the game and the feelings of the spectators.
10. Maintain a sense of composure in respect to players, coaches, and spectators.
11. Avoid repeated assignments and tournament games which involve a direct affiliation with coaches, players and/or a specific team.
12. Always wear the proper uniform and be neatly and appropriately attired.
13. Consistently seek to improve one's own abilities by attending rules discussions and interpretation clinics.
14. Recognize and seek to fulfill her role in the development of player's, coach's, and spectator's attitudes toward sport.
15. Provide opportunity for players to react honestly concerning the rules by acknowledging those infractions in which it may be difficult for an official to determine fair play.

CODE OF ETHICS FOR SPECTATORS

Winning is often so important that some people have lost sight of the educational values inherent in athletics. If the full benefit of athletics as an educational tool is to be utilized, colleges and universities must immediately concern themselves with spectator sportsmanship.

The playing of the game should be regarded by the spectators as an art, and should be appreciated and enjoyed as such. Respect for all players, coaches, and officials, regardless of their own team loyalty, is essential for raising the standards of good sportsmanship.

Ethical considerations for the spectators:

1. Recognize the official as a person of integrity and qualification, and respect the decisions accordingly.
2. Refrain from creating disturbances which would be detrimental to the flow of the game and/or to the safety of the participants involved.
3. Refrain from harassment, profane language or ostentatious behavior in respect to players and coaches.
4. Become familiar with the rules of the game in order to enjoy it more and to understand the decisions made by the officials.
5. Exhibit respect for the local policies and regulations regarding the usage of athletic facilities.
6. Exhibit team loyalties and support without negative action toward their opponents or officials of the game.

Flagrant violations of the Codes of Ethics at national championships which are reported to the Ethics and Eligibility Committee shall be communicated to the individual responsible for the women's athletic program or the appropriate administrator in the institution in violation via a letter. Disciplinary action shall be deferred to that institution.

SECTION I. POLICIES FOR AIAW MEMBER INSTITUTIONS

A. INTRODUCTION

In the *Handbook* the source of each rule, procedure, interpretation, or regulation is provided. The purpose of this source material is to help facilitate your study and evaluation of the regulation. Any change or modification of a regulation requires the approval of either the body which adopted the existing regulation or a higher authority. For example, regulations adopted by Delegate Assembly action can be changed only by the Delegate Assembly. Interpretations adopted by the Ethics and Eligibility Committee and approved by the Executive Board can be changed through approval by the Executive Board. Changes made by the Ethics and Eligibility Committee without approval of the Executive Board may only occur in situations in which the original source was the Ethics and Eligibility Committee.

B. APPLICATION OF AIAW RULES AND REGULATIONS

1. *AIAW Policies Applicable to All AIAW Institutions*
   AIAW policies are applicable to all AIAW member institutions and AIAW events. (D.A. 1/75) Any event conducted by an AIAW sport committee or AIAW itself is an AIAW event at which the AIAW regulations apply. In addition, all AIAW members are required to comply with all AIAW regulations; therefore, a contest between AIAW institutions is an AIAW event and the AIAW regulations are in effect.

2. *No Conflict with Federal Policy*
   Nothing in any AIAW regulations shall be interpreted to be contrary to any applicable law or Federal policy. In the event that a question pertaining to such interpretation shall be raised, it shall be submitted to the AIAW Executive Board for final decisions. (E.B. 5/74) Any question arising under this section shall be submitted in writing to the AIAW President and copies sent to the AIAW Executive Director and Chairperson of the Ethics and Eligibility Committee.

3. *Junior/Community College Membership*
   Beginning with fall 1978, AIAW active junior college/community college members must qualify for either large college or small college National Championships depending on the size of female enrollment.
   Note: This includes access to qualifying procedures for AIAW National Championships. (E.B. 5/77)

4. *Associate Members*
   Associate members must adhere to the policies of AIAW with respect to all rules, regulations, and procedures under the jurisdiction of the Ethics and Eligibility Committee. Sanctions may be applied to associate members by the President's Committee on Membership. (Bylaws Section I. A. 2; E.B. 5/78)

5. *Sunday Competition*
   Competition may be scheduled on Sundays. (D.A. 1/77)

C. MEMBERSHIP RULINGS

Any requests for ruling related to membership in AIAW (e.g. multi-campus membership, late membership) must be filed with the AIAW President and a copy sent to the AIAW Executive Director. Such requests shall contain a complete statement of the action requested, the reason therefore and be signed by the Athletic Director and Voting Representative. (Bylaws I. A. 1. d)

D. RULES STANDARDS COMMITTEE

The Rules Standards Committee has jurisdiction over all regulations and/or policies other than those of AIAW which member institutions apply or seek to apply to women's intercollegiate athletic teams or athletes. This shall include all rules, regulations, and/or policies of member institutions, athletic leagues, conferences, state, and/or regional organizations and any governing entities. (Bylaws VII A. 1. d.; D.A.1/78)

E. TELEVISION, RADIO, AND MOVIE RIGHTS

1. *Rights Property of AIAW*
   All television, radio and movie rights to AIAW national championship events and events sponsored or co-sponsored by AIAW are the property of AIAW. Income from the televising, etc. of such events shall be used and/or distributed in the manner specified in the Television Plan adopted by the AIAW Delegate Assembly. (D.A. 1976 and modified by D.A. 1978)

2. *AIAW Exclusive Agent for Non-Local Television*
   AIAW has been appointed by its membership exclusive agent for the purpose of arranging all non-local television distribution of athletic events between AIAW member schools. Such agency shall be exercised in accordance with the Television Plan adopted by the AIAW Delegate Assembly, January, 1976. (D.A./1976 and modified by D.A. 1978)

3. *TV, Broadcast, Film Requests Directed to AIAW*
   All requests for the televising, broadcasting and filming of AIAW national championships and/or AIAW sponsored or co-sponsored events must be made in writing to and accepted in writing by the Association. All such requests shall be directed to the AIAW Executive Director. (D.A. 1976)

4. *Non-Local TV Requests Directed to AIAW*
   All requests for televising matches or events for which AIAW has been appointed exclusive agent (in accordance with 2 above) shall be made in writing to and accepted in writing by the Association. All such requests shall be directed to the Executive Director of AIAW. (D.A./1976)

5. *Television Plan*
   The Television Plan adopted by the Delegate Assembly, January, 1976 and modified in 1978 may be found on page 62 of the Appendix.

SECTION II. RECRUITMENT OF STUDENT-ATHLETES

The regulations concerning recruitment of student-athletes are applicable to all AIAW member institutions, both active and associate, whether or not financial aid based on athletic ability is awarded.

DEFINITIONS USED THROUGHOUT SECTION II

Eligible transfer student is defined as a transfer student who is eligible to receive financial aid based on athletic ability. Generally, this is a student who is completing a course of study at a 2-year institution; there are several other exceptions which are noted in Section III, F, 1-4, p. 39. For ease of expression in this section, eligible transfer student is included in the term prospective student-athlete.

Prospective student-athlete is defined as an individual who because of athletic ability would be desired on an intercollegiate team and who has not previously attended the institution. (Mail Vote, 5/74).

Signed student-athlete is defined as a prospective student-athlete who has signed a valid AIAW Letter of Intent. The term as used in this section is applicable to recruitment; the signed student-athlete is considered a prospective student-athlete in *all other respects*. (E&E Committee, 5/78)

Talent assessment is defined as the process of determining the athletic ability of a prospective student-athlete. This may be accomplished through observation of the performance of a prospective student-athlete who is participating in a scheduled athletic event off campus or through an on-campus audition. (D.A. 1/78)

A. REGULATIONS FOR INSTITUTIONS

All recruiting procedures which involve subsidization or reimbursement of expenses for bringing prospective student-athletes to the campus are prohibited. The only permissible form of subsidization or reimbursement of expenses of athletic personnel to go *off campus* to recruit is for *talent assessment*. All other forms of subsidization or reimbursement of expenses for athletic personnel are prohibited. Any form of subsidization from sources outside the institution for the purpose of recruitment (except for talent assessment) is likewise prohibited. In addition, member institutions may not *require* or *permit* (directly or indirectly) athletic department personnel to undertake any form of off-campus in person recruitment except *talent assessment*. (D.A. 1/77, 1/78)

1. *On-Campus Recruitment* (DA 1/77 and Recruitment Committee 1977)
   a. Permitted Activities
      1) Promotion of intercollegiate program.
      An institution may subsidize the expenses of promoting the institution's athletic program through preparation and circulation of brochures, flyers and/or other similar public relations ventures. Athletic department personnel may initiate contact with prospective student-athletes through written correspondence and via telephone calls both local and long distance. These forms of contact may also be made to parents/guardians and coaches of the prospective student-athletes.

      2) Visits to campus.
      Athletic department personnel may interview prospective student-athletes, their parents/guardians and coaches when these individuals visit the campus at their own expense.

      3) Conduct auditions.
      Athletic department personnel may conduct auditions. (See audition regulations, II, A, 3.) Prospective student-athletes must pay their own expenses to these auditions.

      4) Review literature.
      Athletic department personnel may review literature, videotapes or films supplied to the institution by the prospective student-athlete at her own expense.

      5) Conduct special high school events.
      An institution may host a high school tournament which involves a procedure by which selected teams qualify for the tournament via preannounced standards. An institution may supply facilities and resource personnel for such tournaments (e.g., state high school tournament).

      6) Host invitational meets.
      An institution may host an invitational meet open to all high school teams (e.g., a high school track and field meet). Qualifying times and standards for the purpose of limiting participation are permissible. For events hosted for high school students, colleges should seek the approval of the respective state high school activities association.

      7) Teach at sport clinics.
      Coaches or student-athletes may teach at a youth sports clinic or camp for high school athletes on campus.

   b. Prohibited Activities (Mail Vote 5/74, D.A. 1/77, 1/78)
      1) Subsidized visits to campus.
      An institution or a representative thereof may *not* subsidize the visit of a prospective student-athlete, her parents/guardian or coach to the college campus unless subsidized visits are a regular part of the admissions practice for all disciplines at the institution.

      2) Funds for subsidization.
      An institution may *not* use any form of subsidization from sources outside the institution for the purpose of recruitment, unless such monies are administered by the institution.

      3) Inducements, gifts, or financial gain.
      An institution may *not* offer any inducement or gift or promise thereof (other than aid prescribed in the regulations for Financial Aid Based on Athletic Ability) to a prospective student-athlete, a member of her family and/or her coach.

      4) Providing of housing or transportation.
      An institution may *not* subsidize the on-campus visit of a prospective student-athlete in any way. Housing, transportation, or meals may not be provided for a prospective student-athlete who visits the campus. An institution may *not* volunteer or arrange for use of team members' rooms by prospective student-athletes. If the institution has a policy for housing *all* prospective students, it is that policy which should be used for prospective student-athletes. If this is the institution's policy for all prospective students, the housing policy must be administered by the institution, *not by the athletic department*. If other departments ask enrolled students to volunteer use of their rooms as a normal procedure, so may the athletic department. The athletic

department may not, however, depart from the normal institutional pattern (E&E Committee 5/78)

Notes: 1) If there are any benefits given to all visiting prospective students (e.g., tickets to campus events), a prospective student-athlete may receive the same benefits.

2) Transportation necessary to move the student from place to place may be provided within the campus perimeter during a permitted visit. This does *not* include transportation to and from the train, bus, or airport.

5) Recruitment prior to completion of junior year. Athletic personnel may *not* actively recruit a prospective student-athlete until she has completed her junior year in high school. (D.A. 1/78)

2. *Off-Campus Recruitment*

a. Talent Assessment Off Campus (D.A. 1/78)
Collegiate athletic personnel (including coaches) may attend *scheduled* athletic events to assess the talent of prospective high school athletes and *eligible* prospective junior college athletes. Collegiate personnel attending such events, including coaches, *may not* talk to any prospective student-athlete, nor to any member of a prospective student-athlete's family while in attendance at such events. Institutions may give release time and/or compensation for all expenses incurred in talent assessment.

Notes: 1) If an accidental contact occurs, collegiate athletic personnel may say to the prospective student-athlete, *if* she approaches, "Hello. I cannot discuss recruitment with you because of AIAW recruitment regulations. You may call me at my office, or I shall call you within _____ days." The exact time and place should not be discussed, but there may be offered a generalized courteous sentence on her performance. The prospective student-athlete may not be approached under any circumstances.

2) There may be a discussion about the prospective student-athlete with the high school or junior college coach, but not in the presence of the prospective student-athlete or her family.

3) Whether the institution does or does not give release time or compensation for expenses, collegiate athletic personnel *may not talk to* a prospective student-athlete while attending such scheduled events.

4) There may be no arranged or "chance meeting" with the prospective student-athlete at any time preceding or after an athletic event at the game site or at any other site.

5) An "eligible junior college athlete" is an athlete who has completed an A.A. degree or two years of normal progress as a full time student as defined by that two-year institution.

6) This regulation is relevant *only* to "talent assessment" at the site of a scheduled athletic event. *All other* regulations governing and relating to off-campus recruitment are in effect. AIAW member institutions are prohibited from offering reimbursement for or conducting or condoning any other type of off-campus recruitment.

b. Other Permitted Activities (D.A. 1/77 and Recruitment Committee, 1977)

1) Attending public meetings.
Athletic department personnel or representatives of the institution may discuss the athletic program at career days, special events and/or give speeches to specialized high school groups (e.g., high school awards banquets). In these situations care must be taken *not* to initiate any recruitment of individual prospective student-athletes.

2) Sponsoring a hospitality booth.
An institution may sponsor a hospitality booth at a high school event where the institution's intercollegiate athletic program is explained and advertised as long as the booth is open to any prospective student.

3) Teaching at youth clinics and sport camps.
Coaches or student-athletes may teach at youth sport clinics and camps for high school students off campus. They may also coach off-campus teams.

c. Prohibited Activities

1) Institutional support for recruitment.
An institution may *not* pay the expenses of, give release time to, or pay an employee or an institutional representative for the purpose of athletic recruitment (with the exception of "Talent Assessment" as described in II-A.2.a). The intent of the regulation is that athletic recruitment should not be subsidized by the institution (except "talent assessment" is a permissible activity which may be supported by the institution). (D.A. 1/78)

2) Recruitment at own expense.
Athletic department personnel may *not* undertake any recruitment efforts beyond "talent assessment" at their own expense. (D.A. 1/77 & Recruitment Committee, 1977)

3) Off-campus visitation.
Athletic department personnel may *not* visit a prospective student-athlete off campus even at the invitation of the student, her parents/guardian or her coach. All such discussions or meetings must be conducted on the campus with the exception of "chance meetings" in the normal course of business and even then only in response to inquiries initiated at the "chance meeting" by the student or her parents/guardian. This "chance meeting" may not occur anytime during a trip for "talent assessment." (D.A. 1/77 & Recruitment Committee, 1977; D.A./1978)

4) Individual solicitation.
The intent of this regulation is to develop a system in which any off-campus individual solicitation of a prospective student-athlete is prohibited unless accomplished through telephone calls and/or mailings. (D.A. 1/77 & Recruitment Committee, 1977)

3. *Group and Individual Auditions for Prospective Student-Athletes*

a. Financial Aid Offered
The only purpose of an audition is to assist in assessing talent for the purpose of awarding financial aid based on athletic ability. Consequently, institutions may not conduct auditions for any sport in which financial aid is not awarded. An audition is *not* a try-out. Try-outs must be conducted at the beginning of the sport season in each sport in which the institution has an intercollegiate team. (E&E Committee 5/75, 1/77, 5/78)

b. The Auditions (D.A. 1/78)
AIAW member institutions may conduct group or individual auditions on campus for selected prospective student-athletes. If auditions are conducted, no prospective student-athlete may be denied access to a scheduled group audition. A prospective student-athlete may participate in only one audition per school per sport in each academic year.

Notes: 1) An individual audition may be held either at a scheduled time or, if the coach agrees, at any time that a prospective student-athlete appears on campus.

2) There is no obligation to conduct an audition for a student who "drops in" if an audition is not scheduled for that particular day.

c. Use of the Intercollegiate Team
A prospective student-athlete may participate with or against an intercollegiate team or member(s) thereof during an audition. The audition may take place during a practice session with the intercollegiate team. Such participation would count as the only audition permitted the prospective student in that sport at that institution during that academic year. (D.A. 1/78)

Notes: 1) The prospective student-athlete's participation with or against the intercollegiate team is permitted for the purpose of seeing the student-athlete perform a variety of skills. This regulation does *not* permit a prospective student-athlete to be involved in a collegiate competitive event. (E&E Committee 5/78)

2) Check with the prospective student-athlete's state high school federation to determine if auditions of this kind would make the prospective student-athlete ineligible for high school participation. Several states permit auditions, but not if they are conducted with or against collegiate team members. (E&E Committee 5/78)

d. Allowable Expense
The expenses for the actual audition may be borne by the athletic department budget. These may include a social hour, but *no* other expenses, such as providing transportation, lodging, complimentary tickets or meals, may be incurred unless this is the institutional practice for all prospective students visiting the campus. (E&E Committee 5/75, 1/77)

4. *Regulations for Recruitment by General Institutional Personnel*

a. Recruitment by Admissions Office Personnel
All institutional personnel, including admissions staff, must abide by AIAW regulations regarding the recruitment of prospective female student-athletes. (D.A. 1/78)

Note: Particular scrutiny shall be given to the practices of recruitment personnel who primarily recruit women student-athletes and/or if the general recruitment procedures differ for prospective student-athletes and non-student-athletes. (E&E Committee 1/78)

b. Recruitment by Athletic Personnel Under Admissions Office
A coach, assistant coach, or athletic administrator who is *required* to participate in *general* student recruitment on behalf of the institution is permitted to do so providing such assignments are in strict accordance with the normal institutional requirement for all faculty. (D.A. 1/77)

Note: Particular scrutiny shall be given to the practices of those institutions which utilize individuals in dual roles in the women's athletic program and the admissions office. (D.A. 1/77 and Recruitment Committee, 1977)

c. Completion of the Junior Year
Athletic department personnel may not initiate contact with female high school students or their parents/guardians until such students have completed their junior year in high sthool. (D.A. 1/78)

Notes: (E&E Committee 1/78)

1) Should a student or her parents/guardian contact the athletic department, athletic department personnel must make the inquiring party aware of the fact that all recruitment activities are prohibited until a person becomes a prospective student-athlete after completing her junior year in high school.

2) Athletic personnel may send flyers, brochures and general information concerning the intercollegiate athletic program upon request of any individual, regardless of whether or not she has completed her junior year in high school.

3) General admission procedures used for all students, athletes and non-athletes alike, are not limited by this regulation with respect to distribution of general information. However, neither athletic or admissions office personnel may distribute special information sheets for prospective student-athletes as part of the permitted general information unless the student has completed her junior year in high school.

d. Use of Placement Services
Collegiate institutions may not initiate or pay for the services of an individual or agency not employed at the institution to assist in the recruitment of student-athletes except through the purchase of

published information or materials (such as provided by the ACT) to assist in talent assessment. (E. B. 5/78)

Note: Care must be taken in the use of placement services. An institution is not permitted to use a third party in negotiations with prospective student-athletes. Institutions must work directly with the prospective student-athlete and her parents/guardian, and where appropriate, may avail themselves of the assistance of high school coaches. It is strongly recommended that visitations be arranged directly with the prospective student-athlete, not with agencies or third party intermediaries. Members are cautioned that infractions of AIAW rules by third parties can result in sanction of member institutions and/or loss of eligibility for prospective student-athletes. (E&E Committee 5/78)

5. *Prohibited Institutional Recruitment Activities*

a. High School Team Competition
A women's intercollegiate athletic team may *not* compete in an event or scrimmage with or against any public or private high school team. (D.A. 1/77)

b. High School/Collegiate Events
High school students or teams may not be involved in events preceding or following collegiate events. (E.B. 5/78)

Notes: 1) Conducting high school events in conjunction with collegiate events provides a special privilege for a select group of high school student-athletes. The only exception to this regulation occurs when the game or event is not under the direct or indirect control of the athletic department.

2) This does not affect an institution's sponsorship of open events in which high school age students happen to be members of a team not representing a public or private high school.

c. High School Students Working Out
An AIAW member institution may *not* permit high school athletes to work out with the college team. (E&E Committee, 5/75)

d. Try-Outs Prior to Sport Season
An AIAW member institution may *not* conduct tryouts for team selection prior to the beginning of the sport season nor include students in such a try-out prior to their enrollment at the institution. A student-athlete receiving financial aid based on athletic ability is not assured of being selected for the team. (E&E Committee 5/75)

e. Providing Support Services for High School Students
An AIAW member institution may *not* provide support or services for teams on which high school students participate when such services are not generally available to the public. (E&E Committee 5/75)

B. REGULATIONS FOR PROSPECTIVE STUDENT-ATHLETES

1. *Admission to the Institution*
Admission of students to AIAW member institutions is the function of the department of admissions or appropriate admission authorities. In processing the admission of students, all matters pertaining to high school records, transcripts, giving of special examinations, notifying student of admission, etc. shall be handled by the regular admissions officer. (Mail Vote, 5/74)

Note: A prospective student-athlete may sign a Letter of Intent and an agreement for awarding financial aid based on athletic ability prior to her admittance to the institution. The award is contingent upon the institution's acceptance of the prospective student-athlete. (E&E Committee 5/74)

2. *Letter of Intent Procedures*

a. Date of Issuance
A prospective student-athlete may *not* sign either a Letter of Intent or an agreement for financial aid based on athletic ability before the FIRST Monday in March in the academic year prior to her enrollment. (D.A. 1977)

Note: A Letter of Intent is defined as the AIAW Letter of Intent. No other letter of intent shall be honored by AIAW or its member institutions. (E&E Committee 5/75)

b. Only One Letter of Intent Permitted
A prospective student-athlete may sign *only one* AIAW Letter of Intent. (D.A. 1/77)

c. Off-Campus Execution Required
A prospective student-athlete is *not* permitted to receive or sign a Letter of Intent and/or an agreement for financial aid based on athletic ability on a college campus. The documents must be *mailed* to the student's home. No athletic personnel or representatives of the institution may be present for the signing. (D.A. 1/77)

d. Fourteen Day Limits
1) The student-athlete must sign the Letter of Intent within 14 days of the affixing of the athletic director's signature or the Letter of Intent is void. (E.B. 1/77)

2) An institution must return the Letter of Intent to the AIAW national office within 14 days of the student-athlete's signing date. (E.B. 1/77)

e. Responsibilities of a Signed Student-Athlete
1) A signed student-athlete may not discuss the possibility of attending a different institution before receipt of a "release pending" letter from AIAW and before informing the original institution of her intention to attend a different institution. (D.A. 1/76, 1/77)

2) A student-athlete must voluntarily inform all institutions which attempt to recruit her that she has already signed a Letter of Intent. Failure to so inform may result in loss of eligibility. (D.A. 1/77, E&E Committee 5/77)

3. *Allowable Amount of Financial Aid Based on Athletic Ability*
A prospective student-athlete may be awarded financial aid based on athletic ability ONLY for tuition, fees, room and board. (This excludes such items as books, gifts, an allowance, transportation or laundry service given to the student-athlete or her family.) (Mail Vote, 1974)

4. *General Responsibilities of a Prospective Student-Athlete*

a. Paying All Expenses for College Visit
A prospective student-athlete must pay for all expenses incurred during a visit to a college campus. (Mail Vote 1974)

b. Not Accepting Expense Money
A prospective student-athlete may *not* accept campus visit expense money from the institution, a representative of the institution, a representative of the institution's athletic program or outside supporters of the institution. (D.A. 1977)

c. Off-Campus Discussion with Athletic Personnel
Athletic personnel may attend a scheduled athletic event to observe the performance of a prospective student-athlete. There may be *no* conversation or discussion between the athletic personnel and the prospective student-athlete. (D.A. 1/78) Once a prospective student has signed the Letter of Intent, visitation and discussion between the signed student-athlete and the athletic personnel may take place. (E.B. 5/78)

C. REGULATIONS FOR TRANSFER STUDENTS

1. *Student Must Make Initial Contact*
The initial contact of a student-athlete at an institution of higher education may *not* be made (or cause to be made) by a coach, athletic director or representative of the athletic program for the purpose of proposing that the student transfer from the student's present institution unless that student is completing her program of study at that institution. (D.A. 1/75)

2. *Home Institution Shall Be Notified*
If a student-athlete who is presently matriculating at another institution inquires about an athletic program, the second institution must notify in writing the AIAW Ethics and Eligibility Chairperson and the institution where the student athlete is presently enrolled *within ten days* following the first contact. (See Section V of *Handbook* for details) (D.A. 1/78)

3. *Only Eligible Transfer Students May Have Audition*
A transfer student may *not* participate in an audition unless she is an eligible transfer student (one who would be eligible immediately for financial aid based on athletic ability should she transfer to that institution). (See Section III, F, 1-4, p. 39). (E&E 5/75 & 1/77)

4. *Letter of Intent Required*
An eligible transfer student must sign a Letter of Intent if she is to be awarded Financial Aid Based on athletic ability. She may *not* sign before the first Monday in March. (E.B. 10/76)

D. ACCOUNTABILITY OF PROGRAM ADMINISTRATOR

1. *Athletic Director's Responsibilities*
The person responsible for the administration of the women's intercollegiate athletic program is accountable for its recruitment and financial aid policies and practices and must be fully informed. Copies of correspondence regarding these activities shall be maintained on file and the administrator informed of content. (Mail Vote, 5/74)

2. *Use of Recruitment Regulations 1978-79 Year*
The present AIAW regulations governing recruitment adopted by the 1977 Delegate Assembly and amended by the 1978 Delegate Assembly shall remain in full force and effect for the 1978-79 academic year. (D.A. 1/78)
Note: A special committee shall review all AIAW recruitment policies and regulations during the 1978-79 academic year. A report including recommendations for any proposed modifications or changes in such policies and regulations shall be made to the 1979 Delegate Assembly. (D.A. 1/78)

SECTION III. AIAW REGULATIONS FOR THE AWARDING OF FINANCIAL AID BASED ON ATHLETIC ABILITY TO STUDENT-ATHLETES

INTRODUCTION

The present regulations for awarding financial aid to student-athletes became effective August 1, 1974, and are not retroactive to commitments or actions made prior to this effective date. The present regulations, unless otherwise noted, were approved by mail vote of the AIAW member institutions held in May 1974.

Waiver Requests:
Requests for waiver of the regulations in whole or in part may be filed with the Chairperson of the AIAW Ethics and Eligibility Committee. Such waiver requests should be accompanied by a written rationale supporting the requested waiver and signed by the athletic program director, voting representative, and coach involved. (See Appendix, page 70.)

DEFINITIONS USED THROUGHOUT SECTION III

Financial Aid Based on Athletic Ability is defined as financial aid awarded to a student-athlete based upon athletic ability or sports performance skills. None of the principles or policies shall be construed to pertain to any scholarship program designed to apply comprehensively to an entire student body—a program in which students involved with and those not involved with intercollegiate athletics are treated on the same basis. (Mail Vote 1974)

A Student-Athlete is defined as a student who is a member of an intercollegiate team and/or had been a member of an intercollegiate team the previous academic year.

A Prospective Student-Athlete is defined as an individual who, because of athletic ability or sports performance skills, would be desired on an intercollegiate team and who has not attended an institution of higher learning. (Mail Vote 1974)

A Signed Student-Athlete is defined as a prospective student-athlete who has signed a valid Letter of Intent. This term is utilized only in the area of recruitment/Letter of Intent. In all other instances, a signed student-athlete is considered a prospective student-athlete. (E&E Committee 5/78)

An enrolled student is defined as a student who has officially registered for classes at an institution. The institution's own policies govern when official registration takes place. (D.A. 1977)

Letter of Intent is defined as the AIAW letter of intent. No other letter of intent shall be honored by AIAW. (D.A. 1976 and 1977)

A. LIMITATIONS OF FINANCIAL AID BASED ON ATHLETIC ABILITY

1. *Value*
Financial aid based on athletic ability may be awarded for only tuition, fees, room and board. (This excludes such items as books, gifts, an allowance, transportation, and laundry service given to the student-athlete or the athlete's family.) Room and board is defined as the standard rates in university dormitories at that institution, or a fair amount approved by the Ethics and Eligibility Committee if there is no on-campus housing available on that campus. (Mail Vote 5/74)

a. May Cover Off-Campus Room and Board
Students may be given money to cover their normal expenses for room and board when they live off-campus or at home when these expenses are actually incurred. This amount may not exceed the standard rate in university dormitories at that institution. (E&E Committee 5/74)

b. Value Determined by Institution
Each institution may determine the value of financial aid based on athletic ability as long as it does not exceed the educational expenses at that institution for tuition, fees, room and board. (Mail Vote 1974)

2. *Services Not Counted as Financial Aid*

a. Book Loans
Students may be lent books by the institutions, as long as no funds are given to the student and the student returns the books at the end of the term of academic year. (E&E Committee 5/74)

b. Tutoring
Tutoring services utilizing athletic funds and/or general institutional funds may be offered to women student-athletes and shall *not* be considered financial aid based on athletic ability. (D.A. 1/78)

Note: Every student-athlete competing on an intercollegiate team is entitled to receive tutoring service under the same terms and conditions if it is offered to any student-athletes. The institution may set academic standards for tutorial eligibility, but may *not* set any regulation which causes an individual student-athlete to be deprived of tutoring based on such criteria as team membership (e.g., varsity, junior varsity) or the particular sport in which she participates.

c. Sport Camps (if Part of Program)
An institution may provide funds for an enrolled student-athlete to attend a sports camp as long as it is considered an athletic program activity which is funded and provided for in a manner similar to any other scheduled activity for a team. (D.A. 1/77)

3. *Special Types of Financial Aid*

a. Subsidies from Foreign Governments
Individual student-athletes receiving financial aid based on athletic ability from the "Canadian Game Plan" or other government subsidies from foreign countries must contact the Chairperson of the AIAW E&E Committee for regulations applicable to this special assistance. (E&E Committee 1/78)

b. Special Compensation
No special compensation is permitted to student-athletes in any sport, e.g., "broken time" payments for skiers, without prior authorization from the Chairperson of the AIAW E&E Committee. (E&E Committee 10/77)

B. LIMITATION OF FINANCIAL AID *NOT* BASED ON ATHLETIC ABILITY

1. *Amount Allowable*
A student-athlete may receive any amount of financial aid which is *not based on athletic ability* which would be permissible for any non student-athlete at the same institution who is in a similar financial circumstance. AIAW does *not* regulate any financial aid received by a student except that which is based, in whole or part, on the criterion of athletic ability. Any financial aid the student receives as a general student is not subject to AIAW rules as long as it is administered by the institutional financial aid office or agency. The individual institutions determine the top limits of financial aid available to any one student. The only financial aid subject to AIAW rules is that which is provided when one or more of the factors considered is athletic ability; in that instance, the aid based on athletic ability may not exceed the allowable expense for tuition, fees, room and board. (Mail Vote 5/74; amended by E&E Committee 5/77)

2. *Institutional Administration Required*
A student-athlete may not receive financial aid other than that administered by the institution and still remain eligible for intercollegiate competition with the following exceptions: (Mail Vote 1974)

a. Aid From Family
Aid is received from anyone upon whom the student-athlete is naturally dependent. (Mail Vote 1974)

b. Aid Not Based On Athletic Ability
Aid is awarded wholly on a basis having no relationship to athletic ability. (Mail Vote 1974)

c. E. R. Moore or State AHPER Scholarships
Aid is awarded under an E.R. Moore or State AHPER scholarship. Even though athletic ability is a criterion for awarding these scholarships, they are not considered to be athletic scholarships and do not count in the total limit of athletic scholarships, nor as financial aid based on athletic ability. (E&E Committee 5/74)

d. Exceptions
All exceptions to this regulation must be approved by the AIAW Ethics and Eligibility Committee (E&E Committee 5/74)

C. GENERAL POLICIES FOR AWARDING FINANCIAL AID BASED ON ATHLETIC ABILITY TO STUDENT-ATHLETES

1. *Administration*
Any type of financial aid based on athletic ability for student-athletes (no matter what the source) must come from and be awarded through the appropriate institutional aid office and/or agency after the student has been admitted to the university. Recommendations for such aid must come from the administrator for women's intercollegiate athletics. (Mail Vote 5/74)

Note: A student has been admitted to the university when official notification of acceptance has been sent by the admissions officer to the applicant. (Mail Vote 5/74)

a. Aid May Be Offered Prior to Admission
A prospective student-athlete may be offered financial aid based on athletic ability (therefore she may sign a Letter of Intent and an agreement for awarding aid) prior to the student's admission to that institution. The student must be made aware of the fact that the award is contingent upon her acceptance by the institution. However, the actual transfer of funds for financial aid may not occur until the student has been admitted. (E&E Committee 5/74)

b. Written Agreement Required
In all cases, the institutional agency awarding the financial aid based on athletic ability shall give the recipient a written statement of the amount, duration, conditions, and terms thereof. A copy of this statement shall be retained by the appropriate administrative officer of the institution. (Mail Vote 5/74)

c. Financial Aid Regulations Must Accompany Agreement
A complete copy of the current AIAW regulations for the awarding of financial aid based on athletic ability shall accompany any agreement for financial aid for athletes. (Mail Vote 5/74)*

*The AIAW national office has available the Financial Aid Regulations (with recruitment regulations) in booklet form for your convenience. These booklets can be purchased from the national office. The institution may, however, photocopy the current regulations governing financial aid based on athletic ability from the *Handbook* (Section III). A summary of the regulations *may not* be used.

d. Date of Issuance
Prospective student-athletes may not be sent an agreement for financial aid based upon athletic ability or a Letter of Intent prior to the first Monday in March. (D.A. 1/77)

e. Date of Renewal Agreements
Returning student-athletes must be issued agreements for renewal of financial aid based upon athletic ability on or before July 1, prior to the academic school year for which it is to be effective. If the agreement is not returned within two weeks, the university is not obligated to the student-athlete to continue the financial aid based on athletic ability. (Mail Vote 5/74)

2. *Amount, Duration, and Terms of Agreement*

a. Duration of Agreement
Financial aid based on athletic ability may be awarded for less than one academic year if so specified in the financial aid agreement. Such aid may be awarded for a maximum of one academic year, not to exceed four years. In either case, financial aid based on athletic ability is subject to renewal. It may not be awarded for nor extended to include summer school. (Mail Vote 1974; E&E Committee 5/74)

b. Maximum Allowable Amount
The maximum amount of the financial aid based on athletic ability may not exceed the accepted educational expenses for tuition, fees, room and board at that institution; however, less than that amount may be awarded. Partial awards may be given for tuition, fees, room and/or board. (E&E Committee 5/74)

c. *No* Retroactive Withdrawal of Agreements
If a student-athlete who has been awarded two semesters of financial aid based on athletic ability for the present academic year did not make the team and/or was dismissed from the team in the fall semester (or the spring term), the financial aid awarded for either or both semesters may not be withdrawn from the student. The entire amount of the previously agreed upon financial aid must be awarded to a student-athlete unless the student should violate some institutional regulation stated in the agreement. In such a case, funds not yet received may be withdrawn. There can be no retroactive withdrawal of financial aid based on athletic ability. (E&E Committee 5/74)

d. Withdrawal of Financial Aid
Subject to the limitations specified in the previous subsection, financial aid based on athletic ability may be withdrawn if the student fails to maintain academic eligibility, to observe the behavioral conditions specified in the agreement or otherwise does not fulfill its conditions and terms. (D.A. 1/78)

e. Procedure for Withdrawal of Aid

1) If financial aid based on athletic ability is discontinued once awarded to a student-athlete, a report shall be filed with the regional E&E chairperson, AIAW E&E chairperson and AIAW national office, by the women's athletic director explaining the reason for discontinuance. (E&E Committee 5/74 & 1/78)

2) The report must contain the details of the withdrawal. If a student has voluntarily asked to have her aid withdrawn, a signed statement to that effect should be included. (E&E Committee 5/74)

3) Campus hearing for the student-athlete: If for *any* reason financial aid is withdrawn, a campus review must be available to the student athlete. After the campus review, a student may appeal to the regional Ethics and Eligibility Committee if she believes that the institution is not in compliance with AIAW regulations or that she did not receive appropriate due process prior to the withdrawal of aid. (E&E Committee 5/74; amended 10/77)

Note: The E&E Committee's major responsibility in such cases is to assure that the student-athlete has been afforded due process and that the institution's decision to discontinue aid reflects reasonable fairness. (E&E Committee 10/77)

f. Injury or Illness
If a student-athlete is injured or becomes ill and as a result cannot participate in the sport season for which financial aid based on athletic ability is awarded, but is otherwise eligible, she shall not be denied such financial aid for that academic year. (Mail Vote 5/74; amended by E. B. 10/77)

Notes: 1) If the illness or injury occurs before the try-out prior to the beginning of the sport season, aid is received that academic year but the financial aid based on athletic ability need not be renewed. If the injury or illness occurs during the try-outs or during the season, the financial aid agreement *must* be renewed the following academic year. (Exec. Committee 10/77 and amended 5/78 by E&E)

2) Verification of the injury or illness by a physician is required. (E&E 10/77)

g. Special Awards from Outside Sources
Special awards of financial aid based on athletic ability which are contributed on an annual basis by organizations and/or sports groups which are not directly or indirectly associated with the institution are counted in the total number of such aids in the sport for which they are awarded. Such special awards must be administered through the normal institutional financial aid office but are not subject to the normal renewal requirements. (D.A. 1/77)

3. *Specify Conditions of Financial Aid Agreement*
An institution must specify in the agreement for financial aid based on athletic ability the conditions upon which such financial aid may be withdrawn or not renewed. These conditions must be consistent with AIAW regulations and must apply equally to all participants on all AIAW intercollegiate teams at the institution. (D.A. 1978)

Notes: 1) Any behavioral conditions specified in financial aid agreements must apply to all teams and must also be conditioned on continued team membership. Specified behavior may *not* constitute cause for withdrawal or non-renewal of financial aid and may not constitute cause for removal of the individual from the team.

2) Any specific condition stipulated in the agreement must be a general policy of the entire women's athletic department and must be consistent with all existing AIAW regulations.

3) The agreement may include a statement providing for withdrawal of aid in the event a student voluntarily quits the team. Withdrawal may not be retroactive.

4) Due process must be afforded to any student before aid is withdrawn or not renewed. Such due process requirements shall include:
   (a) The student must be informed of her right to a campus review;
   (b) The student must be afforded a campus review, if she so desires;
   (c) The student has the right to a further appeal to the regional E&E Committee and must be so informed by the institution.

5) A statement of the conditions must be attached to or included in the agreement. These regulations may not vary between sports and/or individual coaches.

6) *Prohibited* conditions for withdrawal/renewal of financial aid include:
   (a) Aid cannot be dependent on skill performance.
   (b) Aid cannot be denied if a student is dismissed from the team for reasons not stated in the agreement.
   (c) Aid cannot be denied on the basis of illness or injury.

4. *Financial Aid for Returning Student-Athletes*

a. Conditions of Renewal
Financial aid based on athletic ability shall be renewed yearly for a returning student-athlete if the student maintains academic eligibility, makes normal progress in a degree program as determined by the institution, observes conditions specified in the financial aid agreement, has been included on the AIAW Affidavit of Eligibility of the team in the sport for which financial aid for athletes was given in the previous year and tries out for the team in the sport for which financial aid was renewed. Financial aid based on athletic ability for athletes may be withdrawn following a year of non-participation. (E.B. 5/77)

Note: Financial aid based on athletic ability must be renewed, if the student-athlete made the intercollegiate team the previous year. (E&E Committee 1/77)

b. Non-Renewal
See Section III-C.2.e for procedures which should be followed as described therein.

c. Student Not Returning
If a student-athlete does not return the following academic school year, the institution is not obligated to the student to renew financial aid based on athletic ability at any later date. (E&E Committee 1/77)

d. Student Not Making the Team
A student-athlete whose financial aid based on athletic ability was not renewed because she did not make the intercollegiate team the previous season may immediately become eligible for financial aid based on athletic ability at a second institution provided a statement to that effect has been filed with the Regional Representative, Regional Ethics and Eligibility Chairperson and AIAW national office. (E&E Committee 5/74)

Note: A student-athlete may transfer and receive aid following an academic year of non-participation due to not making the team. (E&E Committee 1/77)

e. Amount Not Decreased
The amount of the financial aid based on athletic ability for a returning student-athlete may not be decreased. The amount must be the same or greater than the amount received the previous year. (E&E Committee 5/74)

Notes: 1) Institutions whose source of funds is not renewed may appeal for approval to decrease the amount of the award. All students on financial aid based on athletic ability must be affected in equal proportion in any cutback. (E&E Committee 5/74)

2) The total amount of financial aid may be changed if aid is given completely on the basis of need, but the Regional E&E Chairperson, the AIAW E&E Chairperson and the AIAW national office must be informed of the change. (E&E Committee 1/77 & 10/77)

f. Change of Sport
In renewing a student's financial aid based on athletic ability, an institution may, on an annual basis, change the sport for which the aid is designated provided that the student-athlete ceases to participate in the sport for which financial aid was originally awarded and participates in the sport for which financial aid is currently to be awarded. (D.A. 1/78)

Note: The amount of financial aid involved and the duration of financial aid agreement may not be decreased and the student must sign a new agreement each year. In addition, the student must actually participate on the team of the second sport for which financial aid shall be given.

g. "Exchange Student"
An exchange student may participate on the women's intercollegiate team at the exchange institution. She may *not* receive financial aid based on athletic ability while participating in the exchange program from either the "home" or "exchange" institution. (D.A. 1/78) See Section IV-D.3.c., p. 46 for details regarding exchange programs.

h. Restored Amateur Status
If an athlete is restored to amateur status under AIAW regulations, she may not receive financial aid based on athletic ability until she has completed one year of normal progress at the institution at which she is enrolled (D.A. 1/78)

D. AIAW LETTER OF INTENT

An AIAW Letter of Intent is a formal statement by a prospective student-athlete that she intends to enroll in a named AIAW member institution and that financial aid based on her athletic ability has been offered. It is a statement which other AIAW member institutions and their representatives are obligated to respect. Once a prospective student-athlete signs an AIAW Letter of Intent all recruiting activities on behalf of other AIAW member institutions must cease. AIAW member institutions are obligated to honor only the AIAW Letter of Intent. A prospective student-athlete must inform representatives of member institutions who inquire that she has already signed an AIAW Letter of Intent.

An AIAW Letter of Intent must be used whenever financial aid based on athletic ability is awarded a prospective student-athlete who is entering as an eligible transfer from another collegiate institution. (D.A. 1/75)

1. *Use of the Letter of Intent*

   a. Who Must Use It
   All AIAW member institutions which offer financial aid based on athletic ability (even if it is need based) are required to use the AIAW Letter of Intent regardless of the time of year in which actual enrollment is anticipated unless the privilege is withdrawn. (D.A. 1/77)

   b. High School Seniors
   An institution may not offer a prospective student-athlete a Letter of Intent until her senior year in high school. (E.B. 5/75)

   c. Date of Issuance
   The Letter of Intent may not be issued prior to the first Monday in March preceding the year of enrollment. (D.A. 1/77)

   d. Limit of One Signed Letter
   A prospective student-athlete may sign only one Letter of Intent. (D.A. 1/75)

   e. Mail Letter to Student
   The Letter of Intent must be *mailed* to the home of the prospective student-athlete. It may *not* be presented to the prospective student-athlete on campus or hand carried to her home. (D.A. 1/77)

   f. Student Signs Off Campus
   A prospective student-athlete is *not* permitted to sign a Letter of Intent and/or agreement for financial aid based on athletic ability on a college campus. Such documents must have been mailed to the student's home, signed and returned to the institution. (D.A. 1/77)

   g. Returning Students Do Not Sign
   Returning and already enrolled students need not sign letters of intent (E&E 1/78)

      1) This includes a returning student who becomes a student-athlete.

      2) This includes a returning student-athlete.

      3) This includes a first-year student who is already enrolled and attending the institution when the institution offers financial aid based on athletic ability.

      Note: Care must be taken that such student-athletes have not previously signed a Letter of Intent for another institution for that academic school year.

2. *The Significance of Signing the Letter of Intent*
   The signing of an AIAW Letter of Intent signifies that the prospective student-athlete has made a decision to attend the named AIAW institution and that financial aid based on athletic ability has been offered. (D.A. 1975)

   a. Student Attendance
   A prospective student-athlete is free to attend any other collegiate institution, but she may not receive financial aid based on athletic ability until she has completed one year of normal progress at any but the collegiate institution for which she signed a letter of intent. (E.B. 1977)

   b. Student Not In School
   A prospective student-athlete who has signed an AIAW Letter of Intent for the academic year and decides not to attend *any* institution during that academic year is free from the obligation of the Letter of Intent for the following academic year. The student may sign another Letter of Intent with any institution after the first Monday in March as a prospective student-athlete. (E&E Committee 1/78)

   c. Active Recruitment Must Cease
   Once a Letter of Intent has been signed, all recruiting activities on behalf of other AIAW member institutions must cease. (E.B. 10/76)

   d. Letter Must Be Honored
   All AIAW member institutions are obliged to honor the AIAW Letter of Intent. No other letter of intent need be honored. (D.A. 1975)

   e. No Discussion with Signed Student-Athlete
   A signed student-athlete must request a release from the Letter of Intent whether or not she is seeking financial aid based on athletic ability from another institution. The release is essential to permit any other institution to discuss the possibility of her attendance with her. Until a "release pending" letter is received from AIAW, the signed student-athlete may not discuss attending another institution with the athletic personnel of any institution she may wish to attend. She may, however, correspond with or go to the admissions office of an institution not named on her Letter of Intent before receiving the "release pending" notification. (D.A. 1/76 and 1/77)

      Note: This means that all institutions, whether giving financial aid based on athletic ability or not, must ask each prospective student-athlete if she has signed a Letter of Intent before discussing the athletic program. The prospective student-athlete is in violation if she does not volunteer this fact; the institution is in violation if its athletic department personnel do not question her. This procedure helps the institution to ascertain when discussion is permitted under AIAW regulations and when it is not. To discuss the athletic program with a signed student-athlete is a serious violation of AIAW regulations on the part of both the student and the athletic personnel. (E&E Committee 5/78)

3. *Directions for Using the AIAW Letter of Intent*

   a. Conditions and Terms of Financial Aid
   The terms and conditions of the financial aid based on athletic ability (including amount and duration) must accompany the issuance of the AIAW Letter of Intent to a prospective student. (E.B. 10/76)

Note: Award of such financial aid based on athletic ability may be conditioned upon admission to the institution, but may not be conditioned upon future athletic achievement (e.g., making the varsity squad or team). (E.B. 10/76)

b. Agreement to be Sent with Letter of Intent
The institution must mail the Letter of Intent and the agreement stating the conditions of financial aid based on athletic ability at the same time. The Letter of Intent, whether or not accompanied by the signed agreement for financial assistance, must be returned within the fourteen-day limit. The individual institution may determine whether it wishes to place a date limitation upon the financial aid agreement. (D.A. 1/77 and E.B. 5/78)

Notes: 1) This means that a student-athlete may elect to sign the Letter of Intent but may hold the financial aid agreement until a later date if the institution has no time limit on returning the financial aid agreement. In addition, an institution need only reissue the Letter of Intent itself when the fourteen-day limit has elapsed if it wants to renew the offer.

2) It is important that each institution determine if it wishes to have the same fourteen-day limitation for the financial aid agreement as for the Letter of Intent. (E.B. 5/78)

c. Fourteen-Day Limits
1) The prospective student-athlete must sign the Letter of Intent within 14 days of the date upon which the athletic director's signature has been affixed or the Letter of Intent expires, making the Letter of Intent void. Another letter would have to be issued if the institution wishes the student athlete to attend and receive financial aid based on athletic ability. (E.B. 1/77)

2) An institution must mail the signed original Letter of Intent by certified mail, return receipt requested, to the AIAW national office within 14 days of the student-athlete's signing date. (E.B. 1/77)

4. *Contact with a Signed Student-Athlete*
After an institution has received the signed Letter of Intent from a prospective student-athlete, athletic personnel from the institution may have contact with her off-campus. The athletic personnel, however, may *not* receive compensation from the institution for such contact, meet another prospective student-athlete at the same time, accompany the signed student-athlete to any athletic event in which she wishes to participate (such as a sport camp or tournament), finance any activity for her or offer any inducements, coach her off-campus, permit her to practice on-campus before the entire team has returned to campus just prior to the beginning of classes, or in any way permit her to receive benefits accorded returning student-athletes. (E.B. 5/78)

5. *Release from Signed AIAW Letter of Intent*

a. Release Without Request for Financial Aid
A signed student-athlete must request a release from the Letter of Intent even if she is not seeking financial aid based on athletic ability from another institution. In such a request, the signed student-athlete follows the same procedure she would if she desired financial aid based on athletic ability at the second institution, with the exception that the request does not require demonstration of extraordinary circumstances. The request for release which must be filed with the AIAW Ethics and Eligibility Chairperson and AIAW national office should clearly indicate that it is a request for release from the Letter of Intent without a desire for financial aid based on athletic ability. (E.B. 5/78 & E&E Committee 5/78)

b. Release with Request for Financial Aid
If an AIAW Letter of Intent has been signed by a prospective student-athlete and she believes that extraordinary circumstances warrant her release from such letter and permission to receive athletic aid from a second institution, a request for release may be filed with the AIAW Ethics and Eligibility Committee and AIAW national office. (E.B. 10/76 and E&E Committee 5/78)

c. Filing the "Request for Release"
All requests for release must be accompanied by a full statement of the facts and circumstances relied upon. Recruitment contacts with other institutions may *not* be initiated until after issuance of a "release pending" statement by the AIAW Ethics and Eligibility Committee to the prospective student-athlete, and no additional AIAW Letters of Intent may be signed until issuance of a "release granted" statement to the signed student-athlete by the AIAW Ethics and Eligibility Committee. (E.B. 10/76)

d. Basis for Decision
In determining whether release is warranted, the AIAW Ethics and Eligibility Committee shall consider such factors as: failure of parents to sign a Letter of Intent for a minor; the failure of an institution to meet the conditions required for use of a Letter of Intent; failure of the prospective student-athlete to meet the admissions requirements of the institution; and/or changed circumstances beyond the control of the prospective student-athlete.

Caution: Release from a signed Letter of Intent has no effect upon any contractual obligations which may exist between the prospective student-athlete and the institution. (E.B. 10/76)

6. *Institution's Responsibility to Student*
Even if a signed student-athlete has asked for a "release pending" letter, an institution is bound to that individual until and unless she formally asks not to receive financial aid based on athletic ability. When she writes to the E&E Committee to request a release from the Letter of Intent, the institution is not automatically discharged from its obligations. The institution may not release the funds intended for a signed student-athlete unless she formally requests that the agreement be terminated, whether or not she receives the release from the Letter of Intent. If she is granted the release, it is the student's responsibility to deal with any existing contractual obligations with the institution. If the release is denied, the institution remains obligated to the student unless the student specifically requests a release from the contractual agreement. (E&E Committee 5/78)

7. *Penalty for Violation on Letter of Intent*
a. Technical Violations
Any time the institution fails to follow precisely the regulations governing the use of the Letter of In-

tent, the student involved may request and be granted a release from the Letter of Intent. The signed student-athlete may be informed that there was a violation of the regulations. (E&E 5/78)

Note: If the violation is one which makes the Letter of Intent void, such as more than fourteen days elapsing between the Athletic Director's and student-athlete's signatures, another Letter of Intent *must* be issued if it is to be effective. (E.B. 1/76; amended by E&E Committee 5/78)

b. Violation by the Signed Student-Athlete
Any signed student-athlete who does not volunteer that she has signed a Letter of Intent with another institution, or attempts to solicit information on another intercollegiate program before being granted a "release pending" statement, or violates other regulations involving the Letter of Intent shall be subject to sanction. The sanction may prevent the signed student-athlete from being eligible for financial aid based on athletic ability until she has completed one year of normal progress at a collegiate institution or result in loss of eligibility. (D.A. 1/75 and E.B. 5/78)

c. Violation by the Institution
Any AIAW member institution which solicits a prospective student-athlete to sign more than one AIAW Letter of Intent, or does not cease active recruitment after a prospective student-athlete has signed a Letter of Intent, shall be subject to sanction (E.B. 5/75)

8. *When Letter of Intent May Not Be Used*

a. Athletic Ability Not A Criteria
The AIAW Letter of Intent may not be used by a member institution when financial aid based on athletic ability is not one of the criteria of the financial aid award to a prospective student-athlete. (D.A. 1/77)

b. Loss of Privilege
An AIAW member institution may have the privilege of using the Letter of Intent withdrawn due to sanction. (E.B. 5/75, D.A. 1/77)

c. Transfer Student
The AIAW Letter of Intent may not be issued to a transfer student who is not eligible for financial aid based on athletic ability at the issuing institution. (D.A. 1/77)

E. ELIGIBILITY FOR STUDENT-ATHLETES RECEIVING FINANCIAL AID BASED ON ATHLETIC ABILITY

1. *Recipients Must Meet All Eligibility Requirements*
A student-athlete receiving financial aid based on athletic ability must meet all eligibility requirements of all female athletic participants at that institution. (Mail Vote 5/74)

a. Returning Student-Athlete
A returning student-athlete must be making normal progress in an established degree or certified program in terms of credit hours and grades for a fully matriculated student in that institution. (Mail Vote 5/74)

b. Returning Junior College Student-Athlete
A Junior College or Community College returning student-athlete must be making normal progress in an established degree or certified program in terms of credit hours and grades. (E.B. 1/74)

c. Returning Student Out for One Term
A student-athlete who is out of school for one term of the academic year between seasons is not making normal progress unless she completes the necessary credits by the beginning of her next sport season. (E&E Committee, 1/77 and 10/77)

d. Returning Student Out An Entire Year
A student-athlete who has been out of school for one academic year, thus missing her sport season, is not a returning student-athlete for purposes of determining eligibility for receiving financial aid based on athletic ability. (E&E Committee, 1/77)

2. *Participation Required for Financial Aid*
A student-athlete must participate in the sport for which she has been awarded financial aid based on athletic ability during that sport season. (Mail Vote 5/74)

Notes: There are several exceptions to this regulation because of special considerations which have been afforded student-athletes by an institution, and/or an AIAW regulation. These exceptions include the following:

1) A returning student-athlete who did not make the team the year following a year of participation. (D.A. 1976)

2) A student-athlete who is injured or becomes ill prior to or during the sport season (Mail Vote 5/74 amended E.B. 10/77)

3) A student-athlete who is dismissed from the team during the sport season. (E&E Committee 5/74)

4) A student-athlete who elects to quit the team during the sport season (financial aid is not required to be continued, but may be continued for the entire academic year). (D.A. 1/78)

5) A student-athlete who becomes ineligible for the team during the sport season or does not maintain full-time status. (Financial aid may be continued, but it is not required.) (E&E Committee 5/74)

F. ELIGIBILITY OF TRANSFER STUDENTS TO RECEIVE FINANCIAL AID BASED ON ATHLETIC ABILITY

1. *Transfer Students Eligible for Aid*
Transfer students are eligible for financial aid based on athletic ability under the following circumstances:

a. Completion of 2 years/Junior College
A student-athlete who has completed an AA degree or two years of normal progress as a full-time student as defined by that two-year institution shall immediately be eligible for financial aid based on athletic ability following admission to a four-year institution. (Mail Vote 5/74)

b. Out of School for Two or More Years
A student-athlete who has been out of school for two or more consecutive academic years may transfer to another institution and receive financial aid based on athletic ability. (D.A. 1/77)

c. Never a Full-Time Student
A student who was not enrolled in courses equivalent to a full time student-athlete at the former institution and transfers, is eligible for financial aid based on athletic ability, if she did not have enough

hours at the first institution to have been eligible to play on a competitive team. (E.B. 1/75)

d. From a Non-Accredited Institution
A student who transfers from an institution which is not accredited may immediately be eligible for financial aid based on athletic ability. (D.A. 1/75)

e. From Institution Not Offering a Sport
A student who transfers from an institution which does not have or has dropped the sport in which the student had participated may be immediately eligible to receive financial aid based on athletic ability only in the same sport in which the former institution does not have a women's intercollegiate team. (E&E Committee 5/74)

f. From Institution Without a Women's Team
A student transferring from an institution which has a men's team, but not a women's team, may transfer and immediately be eligible for financial aid based on athletic ability, even if she participated on the men's intercollegiate team. (E&E Committee 5/75)

2. *Transfer Students Not Eligible for Aid*
Transfer students are not eligible for financial aid based on athletic ability under the following circumstances:

a. Did not Complete Program
A student-athlete transferring from another institution of higher learning who has not completed the program at that institution is NOT eligible for financial aid for athletes until completion of at least one year of normal progress at the institution to which the athlete transferred without regard to whether the athlete was receiving financial aid for athletes at the previous institution. (Mail Vote 5/74 and D.A. 1/75)

Note: One year of normal progress is defined as the equivalent of one academic year. (E.B. 1/75)

b. Attendance at Non-AIAW or Foreign Institutions
A student-athlete who transfers from an accredited non-AIAW member school to an AIAW member school still must comply with the transfer regulation, this provision includes students transferring from foreign countries. (E.B. 5/75)

c. Transferred to Junior College for One Term
A student-athlete who has been enrolled at a four-year institution who transfers to a junior college for one semester and graduates from the junior college may not receive financial aid based on athletic ability at any four-year institution for one full year from the time of the transfer to junior college. (E.B. 5/78)

3. *Procedure for Waiver Requests*
If a student-athlete has need to transfer to another institution, an appeal for waiver may be made to the AIAW Ethics and Eligibility Committee by the student and the institution if the student-athlete has a valid reason for transferring, and extenuating circumstances exist. (E&E Committee 5/74) (See "Waiver Request Form," page 70)

4. *Transfer Contact Must Be Reported*
If the director of athletics or any coach at a member institution is contacted by a student-athlete who is presently matriculating at another institution, it shall be the responsibility of the contacted institution to notify the AIAW Ethics and Eligibility Chairperson in writing and the institution where the student-athlete is presently enrolled within ten days following the first contact. A coach or other athletic representative of a member institution shall not initiate contact with any student-athlete who is matriculating at another institution. Appropriate sanctions may be imposed upon the institution for failure to follow this procedure. (D.A. 1/78)

Notes: 1) If a student-athlete contacts the admissions office instead of athletic personnel, this regulation does not apply. It does apply, however, to *verbal* or written inquiry or contact by a student attending another institution.

2) This procedure need not be followed if the institution the student-athlete is presently attending is aware that contact is being made by a student-athlete who shall be an eligible transfer student by virtue of completing two years of normal progress at a junior college, or completing an A.A. degree.

G. REGULATIONS FOR THE INSTITUTION OFFERING FINANCIAL AID BASED ON ATHLETIC ABILITY

1. *Submission of Financial Aid Forms*
All AIAW member institutions shall submit information concerning financial assistance awarded to each student-athlete who received financial aid based on athletic ability or sports performance. (Mail Vote 5/74) This information shall be submitted at the beginning of the first term, and/or the beginning of each term. Supplementary forms may be sent at any appropriate time. (E.B. 10/76)

a. Where to Send the Forms
The form should be sent to the national office, Regional Ethics and Eligibility Chairperson and the AIAW Ethics and Eligibility Chairperson. A letter of explanation should accompany the form when there appears to be a discrepancy or an unusual item which may need an explanation. (Mail Vote 5/74 and E.B. 10/76)

b. When to Send the Forms
If the forms are sent both terms, they should be sent at the beginning of each new term. (E&E Committee 10/76)

2. *Completed Letters of Intent Sent to AIAW*
Completed Letters of Intent must be sent to the National Office by certified mail, return receipt requested, within 14 days of the prospective student-athlete's signing date. (E.B. 10/76)

3. *Unused Funds*
Only when a student-athlete withdraws from school prior to the conclusion of the academic year, after the awarding of financial aid, does an institution have "unused funds." The unused funds in this situation may be awarded to another student-athlete for the unexpired term. (Mail Vote 5/74)

a. How Unused Funds may be Used
The unused funds create a vacancy which may be filled by another student-athlete. This award would be a replacement for the previous award. A replacement award given to an on-campus student need not be automatically renewed. (E&E Committee 5/75)

b. New Funds
New funds or funds which have not been awarded to student-athletes before the opening of school are not unused funds and may not be treated as a re-

placement award given to an on-campus student; therefore, all regulations which govern renewal must be applied. (E&E Committee 1/77)

4. *Other Restrictions on Institutions*

   a. Award Aid Only if Sport Offered
   Institutions may award financial aid for athletes only in those sports in which there is an active women's intercollegiate team for the year in which financial aid is awarded. (Mail Vote 5/74)

   b. Fulfill Commitment if Sport Dropped
   If for any reason the institution withdraws the intercollegiate team, previous commitments for financial aid based on athletic ability to the student-athletes involved shall be honored for the present academic year. (Mail Vote 5/74)

5. *Accountability of Administrator*
   The person responsible for the administration of the women's intercollegiate program is accountable for its recruitment and financial aid policies and must be fully informed. Copies of correspondence regarding these activities and policies shall be maintained on file and the administrator informed of content. (Mail vote 5/74)

6. *Schedule for Financial Aid for Athletes*

   a. Who Counts on Quota
   Any student-athlete receiving financial aid based on athletic ability from any source (whether or not the aid is need-based from the institution) must be included in the total number of awards when one of the criteria for granting the aid is athletic ability. (Mail Vote 5/74)

   b. Financial Aid Not Based on Athletic Ability

      1) A student receiving an academic scholarship does not have to be counted in computing the number of students on financial aid based on athletic ability. (E&E Committee 5/74)

      2) A student who is employed or receives a loan, even if athletic ability is one of the criteria for for gaining the employment or loan, does not count against the permissible total number of awards of financial aid based on athletic ability. (E&E Committee 10/76)

      3) The E. R. Moore and State AHPER awards do not count in the total number of awards permitted for a particular sport. (E&E Committee 5/74)

   c. Approval of Other Types of Aid
   Approval of any type of financial aid designated for student-athletes other than those types described herein must be sought from the AIAW Ethics and Eligibility Committee. (Mail Vote 5/74)

   d. Student May Select Semester Athletic Aid Granted
   Where applicable, a student may select the semester in which she receives financial aid based on athletic ability, as long as it is within the academic school year. A student may not receive financial aid based on athletic ability during the summer school sessions. (E&E Committee 5/74)

   Note: An institution may appeal for the student to be eligible for financial aid based on athletic ability during the summer session. Waiver requests for summer school eligibility may be based on the following illustrative circumstances: the student would not receive a total of more than one academic year of financial aid during the school year; the student has justifiable educational pursuits which require a summer school waiver; or that the student is accelerating pursuit of educational goals. (E&E Committee 5/75)

H. MAXIMUM FINANCIAL AID LIMITATIONS PER SPORT

1. *Sports Holding National Championships* (D.A. 1/78)

   The total number of student-athletes on financial aid based on athletic ability in each of the following sports in which AIAW has national championship events may not exceed:

Sport	*Maximum Per Year*	*Sport*	*Maximum Per Year*
Badminton	8	Softball	13
Basketball	12	Swimming	15
Cross Country*	8*	Synch. Swimming	12
Field Hockey	14	Tennis	8
Golf	8	Track & Field	20*
Gymnastics	10	Volleyball	12
Skiing	12		

Notes:

1) Any student-athlete receiving financial aid in cross country and also participating in track and field must be counted as a recipient of financial aid in track and field in addition to cross country. Likewise, any student-athlete receiving financial aid for track and field and participating in cross country must be counted as a recipient of financial aid in cross country in addition to track and field.

2) Institutions with no cross country program may award financial aid to a total of 20 student-athletes in track and field. Institutions with no track and field program may award financial aid to a total of 8 student-athletes in cross country.

3) Institutions which have both programs but have no student-athletes in cross country participation in track and field or vice versa would have a total limit in each sport of 8 cross country recipients and 20 track and field recipients. If a student-athlete participates in both sports, she is counted as a student-athlete in *both* sports and counts against both financial aid limits.

4) If an institution has reached its financial aid maximum in either sport (e.g., track and field), an individual student-athlete receiving financial aid in the other sport (e.g., cross country) would be prohibited from participating in the other sport (e.g., track and field) since participation would constitute a violation of the financial aid limits. Be sure all students declare their intention for dual participation before all financial aid limitations are reached in these two sports.

5) In the case where the limits are lowered from the current ones, institutions shall reduce the number of new awards by 1 per year until the new lower limit is reached. Each institution shall reach the new lower limit by 1981.

2. *Sports Not Holding National Championships (D.A. 1/74)*

   a. Maximum of 12
      Lacrosse

   b. Maximum of 8
      Archery
      Bowling
      Crew
      Fencing
      Riflery
      Squash

   c. Other Sports
      If an institution wishes to offer financial aid based on athletic ability in an intercollegiate sport not listed, the voting representative must first obtain a ruling from the AIAW Ethics and Eligibility Chairperson as to the number of scholarships which may be awarded in the sport. (Mail Vote, 5/74)

3. *Determination of Total Number of Student-Athletes on Financial Aid*
   In determining the total number of student-athletes on financial aid based on athletes ability for a sport, a student-athlete on a partial financial award counts as one such award regardless of the amount of the aid. The athlete receiving any amount of financial aid based on athletic ability is considered in the total quota for student-athletes on financial aid in any one sport. (E&E Committee 5/74)

4. *Participation in More Than One Sport*
   If a student receives financial aid based on athletic ability in one sport, but participates in another, her name should appear only on the financial aid form for the sport for which she is receiving the financial aid and only counts in the quota for that sport. If a student-athlete is receiving financial aid for both sports, she must be listed on both financial aid forms and must be counted in both sports. (E.B. 10/76)

I. DIVISION STRUCTURE

At the January 1978 Delegate Assembly, action was taken by voting representatives to provide a plan for regional and national competition based upon other than the size of the female undergraduate enrollment.

The new structure provides three competitive divisions which institutions may enter by sport. Institutions which give no financial aid based on athletic ability qualify for Division III competition, but they may opt to compete in Divisions I or II. Those institutions which do give financial aid based on athletic ability may not compete in Division III in any sport. Division II is designed primarily for institutions which give some, but limited, aid based on athletic ability.

In 1978-79, regional and national championships will be competed in large and small college classifications. Thereafter, pending specific action on the proposed division structure by the 1979 Delegate Assembly, a different format for AIAW championships will be implemented.

Following are the motions as adopted at the 1978 Assembly from which procedures for implementation of division structure will be developed:

Move that the following plan be adopted:

A. The AIAW shall be composed of three (3) competitive divisions for its regional and/or national championships. The Executive Board is directed to develop criteria for providing championships for these divisions in each sport when needed.

B. Division I (open) shall permit, not require, the awarding of financial aid for athletes in each sport but not to exceed the respective maximums permitted by AIAW regulations.

C. Division II (limited financial aid) shall permit, not require, the awarding of financial aid for athletes up to but not to exceed 25% in financial aid equivalencies of the maximum dollar amount and not exceeding the maximum number and amount of awards permitted by AIAW regulations in each sport.

D. Division III shall be open to and limited to institutions that do not give financial aid based on athletic ability to student-athletes.

E. Member institutions may compete in divisions by sport.
   Proviso: A committee be appointed to study the question of whether there should be sport minimums and, if so, to make recommendations based upon their study and survey of the membership to the 1979 Delegate Assembly.

F. Each member institution shall declare its division classification(s) by May 1, 1978. Leniency upon appeal shall be permitted for those sport programs who by virtue of athletic scholarship awards made prior to January 1, 1978 cannot reduce their scholarship levels to the required limits of Division II. However, full compliance with Division II limits shall be accomplished by May 1, 1981. (Amendment to original motion)

G. Each member institution shall retain its sport(s) in declared division(s) for a period of not less than three years. Waiver may be sought from a committee composed of the Commissioners of National Championships. Approval of the waiver request shall require compliance with the financial aid regulations of the division(s) to which the institution has requested its sport(s) to be moved.

H. The Executive Board is directed to implement divisional championships based on a consideration of these declarations and practical considerations.

I. Divisions shall not have separate rule-making power. A division may recommend departure from common policy or other divisional policies for its specific division. However, the power to act on these recommendations shall rest with the Delegate Assembly.

Implementing Motions

1. The division structure plan shall begin implementation in Fall 1979 with total compliance required by Fall 1981.

2. The AIAW Executive Board is directed to appoint a committee to prepare proposals for implementation of the division structure plan, such proposals to be presented to the 1979 Delegate Assembly.

Note:

AIAW member institutions made their initial Declaration of Status (April, 1978) from which data compilation the Division Implementation Committee will prepare proposals for presentation to the 1979 Delegate Assembly.

SECTION IV. AIAW ELIGIBILITY RULES

A. GENERAL ELIGIBILITY RULES FOR AIAW INSTITUTIONS

1. *AIAW Membership*
An institution must be a member of an appropriate AIAW regional organization and an *active* member of AIAW to participate in AIAW national championships or any regional qualifying event for a national championship . (Bylaw I.B.1.)

2. *Regional Membership*
AIAW rules, regulations and policies, as stated in the current AIAW Handbook must be enforced at regional qualifying events. (Bylaw III.C.)

3. *Affected Teams*
AIAW eligibility rules apply only to intercollegiate teams which shall be identified as such on the membership application form submitted by the respective AIAW member institution. (D.A. 1/77)

Notes: 1) If a club team has *not* been identified on the AIAW membership application, it is *not* eligible for participation in AIAW national championships. In addition, these club teams are *not* subject to AIAW eligibility regulations.

2) If an individual member of a club team is eligible to participate in a regional qualifying event or a national championship, an affidavit of eligibility must be filed on her behalf. (E&E Committee 1978)

B. GENERAL POLICIES FOR MEMBER SCHOOLS

1. *Definitions Applicable to Eligibility Regulations*

a. *Season*—A season commences with the beginning of practice following team tryouts and ends with the final regularly scheduled event prior to any post-season competition which begins the process of qualifying for an AIAW national championship. (D.A. 1/77)

Note: Regularly scheduled events may be played after the state/regional qualifying events. These events are counted for injury/illness exception.

b. *Event*—An event is a competition held at one site regardless of the number of games or matches played. (E&E Committee 5/75)

c. *Team Member*—A student-athlete is a member of a team when the student's name is entered on the AIAW Affidavit of Eligibility for the first event. Being a member of a team constitutes the use of a year of eligibility. (E.B. 1/77 and D.A. 1/78) (See IV-B.4.b. for injury and illness exception.)

d. *Enrolled*—A student shall be defined as "enrolled" when she has officially registered for classes at the institution. The institution's own policies govern when official registration takes place. (D.A. 1/77)

Note: An institution's intercollegiate team therefore may be participating in an event prior to the first day of classes. (E&E Committee 1/77)

e. *Scrimmage*—A scrimmage is a competition between two teams who agree it is not an official AIAW event. A scrimmage: (1) is not an event; (2) does not count on a team's win-loss record; (3) does not count toward participation in a majority of events; and (4) shall not be used in determining eligibility in the case of injury or illness. (E.B. 10/76 and D.A. 1/78)

Note: If a student is in the midst of a season and drops a course thus becoming a part-time student, the student is no longer eligible to participate on the team nor to qualify for national championships. (E&E Committee 10/76)

f. *Full-time Student*—A full-time student is a student who is enrolled for a sufficient number of credits to be classified "full time" by her institution.

Note: If a student is in the midst of a season and drops a course thus becoming a part-time student, the student is no longer eligible to participate on the team nor to qualify for national championships. (E&E Committee 10/76)

g. *Student-athlete*—An individual whose name appears on the Affidavit of Eligibility, and is participating on a women's intercollegiate team. Even if she quits the team, is dismissed from the team, or because of injury or illness is no longer a member of the team, the student is still considered a student-athlete for that academic year. (E&E 5/78)

h. *Participation Date for Prospective Student-Athletes*—No privilege may be afforded to a prospective student-athlete or signed student-athlete which is not afforded to all prospective students. The student-athlete is not eligible to participate with the intercollegiate team until just prior to commencement of the fall term when the entire team practices. (E&E 5/78)

2. *General Policies for Member Schools*

a. Participation Against High School Teams
A women's intercollegiate athletic team may *not* compete in an event or scrimmage with or against any public or private high school team. (D.A. 1/77)

b. Participation in Open Events
Women's intercollegiate teams may participate in an open competition with individual high school students who happen to be members of the invited teams. (E.B. 10/76)

c. Sponsoring Open Events
An institution may sponsor an "open event" in which invited teams may include some high school students or in which individual high school students are participating in the events. High school *teams* may not be invited to the "open event". (E.B. 10/77)

d. Waiver Requests for Scrimmages
Requests for waiver may be made to the Chairperson of the AIAW Ethics and Eligibility Committee. (D.A. 1/77)

3. *General Policies for Student-Athletes*

a. Participation on Two Teams

1) A student-athlete may be a member of two or more intercollegiate teams whose seasons overlap if she is able to participate in a majority of each team's practices and competitive events. (Initial Policy 1972)

2) A student-athlete may participate on an outside team if the institution's regulations permit such participation. (E&E 5/78)

b. Participation on Men's Team Previous Year
A student-athlete who is otherwise eligible may participate as a member of a women's team even if she has competed as a member of the men's team the previous year. This is true even when a women's team existed during that previous year. (E&E Committee 1974)

c. Participation Criteria
Only a student who is presently enrolled as a full time undergraduate in a college, junior college, or university, and who maintains the academic average required for participation in all other major campus activities at that institution, shall be eligible to participate. (This does not limit an undergraduate student to undergraduate courses.) (Initial Policy, 1972)

4. *Use of a Year of Eligibility*

a. Name Appears on Affidavit
A year of eligibility has been used when a student-athlete's name is entered on the AIAW Affidavit of Eligibility for the first event. (E.B. 1/77)

b. Injury or Illness Prior to 25% of the Events
A player who is injured or becomes ill during the sport season and has competed in no more than 25% (one-quarter) of the school's events prior to the injury or illness will NOT have used a year of eligibility. (E.B. 1/74 and D.A. 1/78)

Note: Verification of illness or injury by a physician must be submitted to the AIAW and Regional E&E Chairpersons. Use the AIAW Injury/Illness Report Form, p. 71. (D.A. 1978 & E&E Committee 5/78)

c. Participation on Non-AIAW Collegiate Teams
A year of eligibility has been used when a student-athlete has participated on a foreign intercollegiate team, on a non-AIAW school's intercollegiate team, on a non-accredited school's intercollegiate team, on a men's intercollegiate team or on a coed intercollegiate team. (D.A. 1/75)

d. Participation on a Collegiate Club Team
A year of eligibility has been used when a student-athlete has participated on a "club team" at a collegiate institution if the team competed against a junior varsity or varsity collegiate team. (D.A. 1/78)

Note: If a student-athlete has been on a club team which had limited participation against varsity and junior varsity teams, a waiver request should be filed with the Ethics and Eligibility Committee. The criteria for consideration of the request will include the following: (a) number of contests in which the club competed against collegiate teams; (b) number of practice sessions held; (c) whether the club team had a designated coach; and (d) the extent of institutional financial support for the club team. This regulation applies to students who have participated on club teams in the past and who are presently participating.

e. Participation in a Qualifying Event
A year of eligibility has been used when a student-athlete participates in the AIAW regional and/or national championship in a specific sport in which her institution does not sponsor a team. (Initial Policy 1972)

5. *Participation in International Competition*

a. Waiver Requests for Individuals
AIAW encourages individual student-athletes enrolled in member institutions to participate in international competition. When participation on an international team affects the student's eligibility for AIAW events (due to failure to make normal progress or participate in the majority of events) the student-athlete should request a waiver from the Ethics and Eligibility Committee. Each case filed shall be considered individually; however, there shall be leniency shown to international competitors who compete on national sport teams. (E.B. 1/75 amended by E&E 5/78)

b. Participation Requires Sanction
When the international participation involves official try-outs or competition for Pan American, Olympic, or World University Games, no AIAW sanction is necessary. To participate in any other international competition which is approved by the United States Department of State and/or the applicable governing body, a member institution, on behalf of individual student-athletes or teams, must apply for a sanction from the AIAW International Commission. The request for Commission sanction must be made to the Chair of the International Commission at least thirty (30) days prior to the event. (D.A. 1/78)

C. AMATEUR STATUS REGULATIONS

All participants must have amateur status. (An amateur athlete is one who participates in a sport solely for the benefits derived therefrom and to whom participation is an avocation. Any time a player is paid to play or has agreed to a payment for participation regardless of the amount, she/he is no longer an amateur in that sport.) (Initial Policy 1972)

1. *Amateur Status for Prospective Student-Athletes*

a. Determined by Sports Governing Body
Amateur status of a prospective student-athlete is determined by the relevant governing bodies for amateur athletics in each particular sport. For purposes of AIAW's consideration, a prospective student-athlete is an amateur if the governing body for her particular sport deems her an amateur *and* she has never previously been a professional athlete in that sport. (E&E Committee 2/77)

b. Declared Professional by Sports Governing Body
A prospective student-athlete who has been declared a professional by any sports governing body is a professional and may not participate on a women's intercollegiate team in that sport even if she has been restored to amateur status by a sports governing body. (E&E Committee 5/75, 2/77)

Note: A student-athlete who has been declared a professional in any sport may appeal to the AIAW Ethics and Eligibility Committee to have her amateur status in that sport restored for purposes of intercollegiate competition. (E&E Committee 2/77)

c. Professional/Amateur by Sport
A prospective student-athlete who has participated in a sport professionally is *not* eligible for AIAW competition in that sport; however, she may participate in *any other* intercollegiate sport. (E&E Committee 1974)

d. Procedure for Restoring Amateur Status
A non-amateur athlete who wishes to be restored to amateur status must be enrolled at and must have attended her first class at an institution as a full-time undergraduate student before a request for waiver may be filed with the Ethics and Eligibility Committee.

Note: Any student-athlete who has ever been declared a non-amateur by her sport's governing body is a non-amateur for purposes of AIAW competition. (D.A. 1/78)

2. *Maintaining Amateur Status*

a. Amateur status is maintained in the following situations:

1) A player has not received and does not receive money other than allowable expenses as a participant in that sport. These expenses include lodging, meals, transportation and entry fee while participating in an intercollegiate event. (Initial Policy, 1972)

2) Acceptance of officiating or coaching fees (e.g. clinics, sports camps) in excess of expenses has no effect on eligibility for competition in AIAW events. (Initial Policy 1972)

Note: This situation may jeopardize amateur status for open competition. Participants must check with each sports governing body for the applicable regulations in that sport. (Initial Policy 1972)

3) Acceptance of an athletic scholarship does not affect amateur status. (see *Regulations for Awarding Financial Aid on the Basis of Athletic Ability to Student-Athletes.)* (E&E Committee 1974)

4) If a student enters a tournament which awards cash prizes which exceed allowable expenses, the student will not lose eligibility for competition in AIAW events if the prize money is publicly donated to a tax exempt charitable or educational organization and no portion of the money is used for personal gain. (E.B. 1/74)

b. Merchandise Awards Worth $250 Per Year
A student-athlete may receive merchandise awards and retain amateur status as long as the total value of all awards and merchandise (excluding trophies) which exceeds the amount of allowable expenses incurred for tournaments or events is valued at no more than $250 per year, September 1 through August 31. In the event that no allowable expenses are reimbursed, the student-athlete may accept additional merchandise awards equivalent to the value of such non-reimbursed expenses.

Note: Money may be accepted to cover the allowable expense of each tournament or event. Individual student-athletes may not accept merchandise or equipment which exceeds the $250 per year. (D.A. 1/78)

c. Professional Events—"No Tainting"
A student-athlete may participate in events in which professionals participate as long as she doesn't accept money and retains her amateur status. The AIAW has no tainting clause. (D.A. 1974)

d. Donation of Awards/Merchandise
If a student-athlete's prize awards or merchandise exceeds the $250 amount, it may be publicly donated to a tax exempt educational or charitable organization. (D.A. 1/76 amended D.A. 1/78)

e. Participation in a Commercial Venture
A student-athlete may *not* receive any form of payment for participation in any commercial venture in which her participation is based upon notoriety or skill acquired as a result of athletic ability in a particular sport and still remain eligible for participation on an intercollegiate team in that sport. If a student-athlete wishes to participate in any commercial venture, she may do so, but any payment she receives which exceeds room, board and transportation expenses must be publicly donated to a tax exempt educational or charitable organization. No monies derived from such ventures may be used for personal gain. (D.A. 1/77)

D. ELIGIBILITY REQUIREMENTS FOR STUDENT-ATHLETES

1. *Participation Regulations*

a. Definition of Eligible Student-Athlete
A student-athlete who is presently enrolled as a full-time undergraduate in a college, junior college, or university, and who maintains the academic average required for participation in all other major campus activities at that institution, shall be eligible to participate. This does not limit an undergraduate student to undergraduate courses. (Initial Policy 1972)

Note: In addition, a returning or transfer student-athlete must be making normal progress in an established degree or certified program. (E&E 1/77)

b. Enrollment Requirement
A student-athlete must be enrolled to participate in an event. (See definitions)

c. Four Seasons of Participation
A student-athlete may participate in no more than *four* (4) intercollegiate seasons of play in any one sport. (Initial Policy 1972)

d. Medical Examination
Each student-athlete must have a medical examination within one calendar year immediately prior to the beginning of participation in any sport. (Initial Policy 1972)

e. Baccalaureate Degree Completes Eligibility
With the exception of the accelerated student-athlete, once a student-athlete is graduated from a four-year institution she is no longer considered an undergraduate student and is *not* eligible for AIAW competition, notwithstanding the fact that she may pursue another undergraduate degree. (E&E Committee 1974)

2. *Normal Progress*

a. Entering Student-Athlete
A first year student-athlete fulfills the normal progress regulation for her first season of participation. (E&E Committee 1/77)

b. Returning Student-Athlete
A returning student-athlete must be making *normal progress* as defined by the institution in an established degree or certified program in terms of credit hours and grades for a fully matriculated student in that institution to be eligible for AIAW competition. (E.B. 5/74) The "normal progress" rule shall *not* apply to students who have been out of school for at least one full academic year. (D.A. 1/77)

Note: A student-athlete has from the beginning of her sport season until the beginning of the following sport season to fulfill the normal progress requirement. Summer school attendance may be included as a "between season" method of making normal progress. (E&E Committee 10/77)

c. Leaving School Between Seasons
The "normal progress" rule applies to student-athletes who do not attend school between seasons or attend school but do *not* make normal progress between seasons. The term or semester of participation counts as one of the terms or semesters in determining "normal progress." (E.B. 10/76)

d. Non Student-Athlete
When a student has not participated on an intercollegiate team for an entire academic year, or she has been out of school for an entire academic year, the normal progress regulation does not apply, even if she had previously been a student-athlete. (E.B. 10/76)

e. Waiver Requests
Requests for waiver of the normal progress regulation should be submitted *immediately* when it is known that normal progress requirements will not be met and/or prior to a student's actually taking a "leave of absence" for one term when it is between seasons. (E&E Committee 10/77)

3. *Special Participation Regulations*

a. Senior in Final Term
A student in the final term who can graduate with less than a full load of course work shall be eligible to participate if the student carries enough hours to graduate. (E.B. 1973)

b. Accelerated Student—Same Institution
A student-athlete who becomes a full-time graduate student and continues her studies in a graduate or professional school at the *same* institution from which she has received her baccalaureate degree may participate in intercollegiate athletics *provided* she has not utilized her four (4) years of eligibility. In addition, in this instance, eligibility must be used within *four* (4) *years* of initial enrollment as an undergraduate. This regulation applies *only* if a student has accelerated her course of study. (D.A. 1/77)

c. Exchange Programs
A student-athlete who attends an institution on an academic "exchange program" and who meets *all* AIAW eligibility requirements except that the student does not have fully matriculated status at the exchange institution *may* participate on an intercollegiate program at the "exchange" institution. She may *not*, however, receive financial aid based on athletic ability while participating in the exchange program from either the "home" or "exchange" institution. (D.A. 1/78)

Note: The phrase "academic exchange program" is defined as a regular academic program between the two institutions. It must be a program which is open to all qualified students who meet the criteria of the program and have no relationship to athletic ability. The student must be receiving her degree at the first institution. A consortium (or "cooperative") program *may not* be considered an "exchange program." The student must actually leave her home institution and live at and attend the exchange institution on a full time basis. (E&E Committee 1/78)

4. *Participation Regulations for Transfer Students*

a. Participation After Transfer
A transfer student is immediately eligible for participation on an intercollegiate team following enrollment in a member institution, provided that the student meets other eligibility requirements. (see *Regulations for Awarding Financial Aid Based on Athletic Ability to Student Athletes.)* (Initial Policy 1972)

b. Eligibility When Season in Progress
The eligibility of a transfer student-athlete to participate on a team whose season is already in progress is dependent upon the policies of the school to which the student-athlete transfers. (Initial Policy 1972)

c. Normal Progress
A transfer student-athlete is required to continue normal progress toward graduation between seasons. (E.B. 5/75)

d. When NOT Eligible for National Championships
A student-athlete who transfers to an institution which has qualified for the AIAW national championship previous to her participation on the team may *not* participate in the national championship. (Initial Policy 1972)

5. *Transfer Contact Must Be Reported*
If the director of athletics or any coach at a member institution is contacted by a student-athlete who is presently matriculating at another institution, it shall be the responsibility of the contacted institution to notify the AIAW Ethics and Eligibility Chairperson in writing and the institution where the student-athlete is presently enrolled within ten days following the first contact. A coach or other athletic representative of a member institution shall not initiate contact with any student-athlete who is matriculating at another institution. Appropriate sanctions may be imposed upon the institution for failure to follow this procedure. (D.A. 1/78) (see Section III F.4., p. 40)

6. *Junior/Community College Eligibility Regulations Exceptions*
General Eligibility Rules apply to all AIAW member institutions including Junior/Community Colleges. The following items are exceptions applicable *only* to JC/CC students. (E.B. 1/75)

a. Eligibility
Only a student-athlete who is presently enrolled as an undergraduate in a junior/community college and who maintains the academic average and credits required for participation in all other major campus activities at her institution shall be eligible to participate. (E.B. 1/75)

b. Returning Student-Athlete
A returning JC/CC student-athlete must be making normal progress as defined by the institution in an established degree or certified program in terms of credit hours and grades for a student in that institution to be eligible. (E.B. 1/75)

c. Years of Eligibility
A student-athlete has *four* (4) years of eligibility and may apply them wherever she attends school. Therefore, a student-athlete who has participated for two years at a two-year institution may participate a third year if she returns to that school for additional study. (E.B. 1/75)

E. ELIGIBILITY REQUIREMENTS FOR NATIONAL CHAMPIONSHIPS

All of the regulations listed under Section IV. D., ELIGIBILITY REQUIREMENTS FOR STUDENT-ATHLETES, apply to national championships. In addition, the regulations for national championships are applicable to regional qualifying events.

1. *Participation Regulations for Championships-Student Athletes*

a. Definition of Eligible Student-Athlete
A student is eligible for post-season play when her name appears on the AIAW Affidavit of Eligibility, she has participated in a majority of the practices, and she has been eligible and available to be a substitute if called upon for the majority of the events even though she has not participated in a majority of the events. (Initial Policy 1972 amended D.A. 1/77)

b. Four Years of Eligibility
A student-athlete may participate in an AIAW national championship in any given sport no more than a total of *four* (4) times. (Initial Policy 1972)

c. Majority of Season
A student-athlete is eligible for the AIAW national championship if she has participated on her institution's intercollegiate team during the majority of its most recent season which includes a majority of practices and a majority of events. (Initial Policy 1972)

d. Names Appears on Affidavit of Eligibility
A student-athlete is eligible to compete in an AIAW national championship in any sport in which: her names appears on the Affidavit of Eligibility, she has participated in the majority of the practices, and has been eligible and available to be a substitute if called upon for a majority of the events prior to post-season events. (D.A. 1/77)

e. Participated on the "Junior Varsity"
A student-athlete who has participated in the majority of the practice sessions and in a majority of the "B" team (a team other than the first team) events is eligible to compete in the AIAW national championships. (Initial Policy 1972)

f. Eligible for All Qualifying Events
A student-athlete is not eligible to participate in a national championship in any sport unless she has been eligible to participate in all qualifying events leading toward the national championship in that sport. (D.A. 1/77)

Note: Therefore, the player must have participated in a majority of the practices and events *prior* to *any* qualifying events.

g. Eligibility in Split-Season Sports
When a team competes in the same sport during two separate seasons in one academic year, a student-athlete may qualify for national championship eligibility during either of the two seasons if the student competes in only one of the seasons. If the student participates in both seasons of the sport, her qualification for eligibility for national championship participation must be based upon both seasons. (D.A. 1/77)

Notes: 1) A student-athlete must be academically eligible the season which the regional qualifying or national championship occurs in that sport. (Initial Policy 1972)

2) A student-athlete who completes graduation requirements in the fall term or semester may *not* participate in the championships which occur in the late spring. (D.A. 1/77)

3) This regulation applies to sports having two distinct seasons (e.g. tennis, golf, softball) rather than sports having a continual season spanning two or more semesters (e.g., basketball, swimming, gymnastics, badminton). (E&E Committee 1/77)

h. Injury or Illness Affecting Eligibility
If a student-athlete is injured or becomes ill during tryouts of the initial part of the particular sport season and is unable to practice or compete until well after the majority of the practices and events have occurred, she is *not* eligible to participate in the AIAW national championships. (Initial Policy 1972)

Note: Request for exceptions to this rule should be directed to the AIAW Ethics and Eligibility Committee Chairperson (E&E Committee 1/77)

i. Meet Qualifying Standards
Any student-athlete who fulfills all AIAW eligibility requirements and who meets the qualifying standards set for her sport for a particular national championship is eligible to compete in that championship. (D.A. 1/78)

Note: This regulation applies only when an entire team has qualified for the national championship and a student had not participated in the qualifying event. An *individual* student who must qualify at a regional event may not qualify for nationals unless she actually participates in the regional event. All other eligibility regulations must be met prior to the qualifying event.

2. *Special Regulations for Graduating Seniors*

a. Majority of the Season
A student-athlete who completes all requirements for graduation during the term or semester in which the majority of a sport's season is played (and she has participated in that season) will be permitted to participate in the post-season events in that sport. (D.A. 1/77)

Notes: 1) The student-athlete must have completed all eligibility requirements for participation in national championships before the completion of her graduation requirements. (E&E Committee 1/77)

2) This does *not* apply to students graduating in the fall when the national championships are conducted in the late spring. (E&E Committee 1/77)

b. Summer Post-Season Events
A student-athlete who completes all requirements for graduation during the spring term, semester, quarter, or trimester (and she has met all other eligibility requirements for national championships) shall be eligible to participate in summer post-season events. (Initial Policy 1972)

3. *General Regulations for Championships*

a. Men's Team
When a college has both a men's and a women's team, a woman should be required to make a choice as to which team to compete on, and only those women who are members of the women's team shall be eligible for the AIAW national championship. A woman who is a member of the women's team should be permitted to work out with the men's team without penalty as long as she meets the minimum requirements to be eligible as a member of the women's team. However, she could not compete as a member of the men's team without losing her eligibility for AIAW national championships. If a college does not have a women's team or a coed team, a woman who competes on the men's team shall be eligible for AIAW national championships. (E.B. 5/74)

b. Coed Team
If a college does not have a women's team, a woman who competes on a coed team shall be eligible for AIAW national championships. When there is a women's team and a coed team, a woman may qualify for a national championship only through participation on the women's team. (D.A. 1/77)

c. Institution Does Not Have A Team
If the institution does not have an intercollegiate team in a student-athlete's specific sport and the institution approves the student's participation, the student-athlete is eligible to participate in the AIAW national championship if she otherwise qualifies. (Initial Policy 1972)

d. Transfer—Season in Progress
If an institution accepts a transfer student after the season in a sport is already in progress and permits her participation in the remainder of the season, that student-athlete shall be eligible to participate in the AIAW national championship providing she meets all other AIAW eligibility requirements and she is able to participate in the majority of the practices and events. (Initial Policy 1972)

4. *Eligibility Based on Term of Championship*

a. Differing Sport Season
The regular season for sports may vary in different regions of the country. If an institution's regular season in a sport does not occur in the same term or semester in which the national championship is held, eligibility must be based on the participant's status during the term or semester in which the championship is held (Initial Policy 1972)

b. Academic Eligibility
A student-athlete must be academically eligible the season in which the regional qualifying or national event occurs. Therefore, if a player were eligible throughout the regular season, and the championship were held during a later term or semester in which she is academically *ineligible*, she is *not* eligible to participate in the national championships. (Initial Policy 1972)

c. Student Becomes Eligible
If a season extends over two terms or semesters and the player is academically *ineligible* to participate during the first term or semester but academically eligible the second term or semester, the student-athlete may compete in the national championship if she meets other eligibility requirements and has participated in the majority of practices and events. (Initial Policy 1972)

F. PROCEDURAL REGULATIONS FOR INSTITUTIONS

1. *Verification of Eligibility*

Responsibility for checking and verifying the participants' eligibility rests with the administrator responsible for the women's intercollegiate program at the institution at which the individual is enrolled. The signature of this administrator on the AIAW Affidavit of Eligibility (see page 66) indicates (a) a knowledge of the eligibility rules, (b) that careful scrutiny of all items pertaining to each participant's eligibility has taken place, (c) that each participant meets the requirements of eligibility, (d) that the administrator has read and subscribes to the current AIAW Code of Ethics and rules, regulations, and the policies as published in the AIAW *Handbook*. (Initial Policy 1972)

2. *General Procedure*

a. Ordering the Affidavit Forms
Carbonized Affidavit of Eligibility forms shall be sent to each AIAW active member institution by the AIAW national office. Additional forms may be requested from the national office or may be acquired from the Regional Representative. (E&E Committee 5/76)

b. Filing the Affidavit of Eligibility
All AIAW active member institutions must complete one eligibility form for each team competing in an AIAW event. The form *must* be in the mail no later than the day of the first competitive event in each sport. (E.B. 10/76)

Notes: 1) If it is impossible to file the AIAW affidavit on time, a letter of explanation must be in the mail to the AIAW Ethics and Eligibility Chairperson (with a carbon to the regional Ethics and Eligibility Chairperson and the national office no later than the day of the first event for each sport. (E.B. 10/76 amended E&E Committee 5/78)

2) An institution's failure to file on time may cause forfeiture of all games in which the institution competed before the actual mailing date. In addition, it will jeopardize entrance into regional and national championship events. (The region is responsible for handling non-compliance questions until a team qualifies for the regional event.) (E&E Committee 10/76)

3) The green and pink copies of the eligibility form must be available to the national office for verification of eligibility prior to participation in a regional/national championship. An institution must have all forms completed and sent to the national office for that institution to participate in any regional or national championship. (Initial Policy 1972 modified by E&E Committee 5/77)

c. Additions on the Affidavit of Eligibility
All additions to the eligibility form must be mailed (postmarked) to the regional E&E chairperson and to the national office by the first day a student-athlete participates in an event. Failure to comply with this regulation may cause forfeiture or jeopardize an institution's entrance into regional and national championship events. (E.B. 10/76 amended E&E Committee 5/78)

Note: The additions should be submitted on a green eligibility form.

d. Withdrawals from the Affidavit of Eligibility
Withdrawals from the Affidavit of Eligibility must be submitted immediately (or not later than two weeks after the National Championship). Submit the withdrawals to the Regional Ethics and Eligibility Chairperson and to the national office. The request *must* include documentation of circumstances supporting the request. (E.B. 10/76)

Notes: 1) Failure to submit requests for withdrawals within the time limit specified will necessitate filing a waiver request to remove the name from the Affidavit of Eligibility (E.B. 10/76)

2) In case of injury or illness, a physician's verification of the injury or illness must accompany the request for withdrawal. (E.B. 10/76 – D.A. 10/78)

3) Once a student has participated in one event, or has been ready and available to participate (with name on the roster for her first event) her name may *not* be withdrawn without a waiver from the E&E Committee inasmuch as she has used a year of eligibility. (E.B. 10/76)

e. Club Sports or Individual Student-Athletes in Regional/National Championships
If a sport is checked on the Affidavit of Eligibility, and the institution intends the club sport team to qualify for the regional/national championship, an Affidavit of Eligibility must be filed. If an individual student-athlete (either on a club team or not) is going to be allowed to compete in a regional/national championship (when the institution does not have an intercollegiate team) an Affidavit of Eligibility form must be filed on behalf of that individual. (D.A. 1/77 & E&E 1/78)

f. Institutions Progressing to Regional/National Championship Event
An institution should retain the PINK copy of the eligibility form until *just before attending a regional and/or national championship* (when there is no qualifying regional event). At the time of acceptance to a regional tournament, complete the "participated in a majority of the events" column for those student-athletes who shall be participating in the regional event and sent it to the national office. This PINK copy must be at the national office before the qualifying event and/or national championship begins; DISQUALIFICATION OF THE TEAM is the penalty for non-compliance. (Initial Policy 1972 and E&E 10/77)

g. Verification of Institution's Membership
The AIAW national office shall verify the institution's membership and inform the designated athletic director (and/or voting representative) of any irregularity, with a copy to the Regional Representative, Regional E&E Chairperson, AIAW E&E Chairperson. (E&E 10/76)

h. Verification for Regional/National Championships
The regional E&E Committee is responsible for verification of eligibility for individual student-athletes and institutions for participation in regional championships. The AIAW E&E Committee is responsible for verification of eligibility for individuals and teams for national championships in sports in which there are no qualifying events. (E&E 10/77)

Note: Failure to have followed all the procedures for filing affidavits for season competition and through the regional championships is primarily the responsibility of the regional E&E Committee. The national AIAW E&E Committee becomes responsible for verification of membership and eligibility for national championship participation. (E&E Committee 10/77)

3. *Special Directions for Filing the Affidavit of Eligibility*
Complete the carbonized AIAW Affidavit of Eligibility received from the AIAW national office. (E&E Committee 10/76 & 5/78)

Distribute the forms as follows:

1. GREEN – To the national office by the date of the first event
2. WHITE – To the Regional E&E Chairperson (First Carbon)
3. BLUE – Retain for school file

Distribute the following only when attending a qualifying event or national championship:

4. YELLOW – *Mail* to state qualifying Meet Director
5. PINK – Mail to the national office if proceeding to regional and/or national championships
6. WHITE – Mail to Meet Director of regional/national championships (second white)
7. GOLD – hand carry to all qualifying events.

4. *Disqualification from Regional/National Championships Due to Procedural Inaccuracies*

a. Denial of Participation in Championships

1) Participation in regional/national championships will be denied to individual entrants and teams whose institutions fail to completely verify eligibility (have not filed Affidavits of Eligibility at the beginning of the sport season and when qualifying for state/regional or national championship). (Initial Policy 1972)

2) Failure to comply with procedures for verification of eligibility WILL result in the disqualification of that institution's entry into that championship or AIAW event. (Initial Policy 1972)

b. Protest of Verified Entry
A protest concerning the verification of an entry must be lodged by an identified representative of an AIAW institution accompanied by substantiating evidence presented by the protesting party at the time the protest is lodged. (See Rule Infractions, page 52). (Initial Policy 1972)

c. Process of Appeal for Disqualification
Any institution disqualified for failure to comply with eligibility requirements shall have the right to

appeal the ruling to the protest committee at the championship event if appealed within 24 hours prior to the event. If appealed between 5 days & 24 hours of the event a special three-member E&E Committee will act upon the request. If appealed before 5 days prior to the event the AIAW E&E Committee shall act upon the request. (Initial Policy 1972 amended by E&E Committee 1/77 & 1/78)

Note: This failure to comply with eligibility requirements includes being disqualified because of verification by regional/national E&E Committees, or through a protest of eligibility by another institution.

d. Disqualification for Late Entry
An institution which fails to send the entry form by the stated deadline for the entry, shall be denied access to the championships. (See details of appeal procedure for such denials, Section V-c.2.b)

e. Protests at the Site of the Championship
The Championship Protest Committee and/or the Commissioner of National Championships shall act upon all "on site" conflicts and protests. (See Section V for details of the procedures to be followed). (D.A. 1/76)

f. Right of Appeal
Any institution disqualified from a regional qualifying event for failure to comply with eligibility requirements shall have the right to appeal the ruling to the appropriate regional Sport Committee, Protest Committee or Regional Ethics and Eligibility Committee. The final appeal may then be made to the national E&E Committee. (E&E Committee 1977)

g. AIAW Policy Regarding Participation of Men on Women's Intercollegiate Teams
The Association for Intercollegiate Athletics for Women is an organization dedicated to the development and advancement of opportunities for women in intercollegiate athletic programs. In view of the historic and continuing limitation of opportunities for women in such programs, AIAW believes its program and resources should, whenever consistent with applicable law, be devoted to the maximization of opportunities for women. As a consequence of this belief, AIAW hereby adopts the following policy regarding the participation of men on women's intercollegiate athletic team.

When required by applicable law, women's intercollegiate athletic teams of AIAW member institutions may include male participants. The standard for determining whether such participation of male members is required shall be the provisions of Title IX of the Education Amendments of 1972, as amended, and the regulations duly promulgated thereunder.

The responsibility for demonstrating that participation of men on women's intercollegiate athletic teams is required by applicable law shall be upon the member institution seeking to include male participants on such teams. In accordance with this provision, member institutions seeking to include male participants on female intercollegiate athletic teams shall so inform the Chairperson of the AIAW Ethics and Eligibility Committee, in writing, at least fifteen (15) days prior to the AIAW competition in which such male students are to participate. The submission to the Chairperson of the Ethics and Eligibility Committee shall include a statement supporting the institution's belief that such participation is required by applicable law. The Director of the Office for Civil Rights, U.S. Department of Health, Education and Welfare has issued the following policy interpretation of the requirement of Title IX with respect to the participation of men on women's teams:

> An institution would not be required to permit men to compete for a position on the women's tennis team, *unless* overall opportunities for men at the school have previously been limited.
>
> (Excerpt of letter from Martin H. Gerry, Director, Office of Civil Rights to Margot Polivy, Counsel, Association for Intercollegiate Athletics for Women, dated September 13, 1976.)

The policy articulated in the above-quoted excerpt would be equally applicable to any non-contact sport. (D.A. 1978)

SECTION V. RULE INFRACTIONS-PROCEDURES-PENALTIES

INTRODUCTION

Self-policing is a fundamental AIAW philosophy. The regulatory and enforcement procedures of AIAW mandate that each member institution is pledged to support the existing concept of self-policing. All illegal actions or allegations of infractions are to be reported by member institutions to AIAW.

A. PROCEDURES FOR ALLEGATIONS OF INFRACTIONS

1. *Reporting Allegations*

a. AIAW Member Institutions
Allegations of infractions must be submitted by an identified representative of an AIAW member institution and must include all specifics of the charges made and any supporting materials. No anonymous or oral charge will be considered. (E.B. 5/75)

b. Non-AIAW Institutions
Allegations of AIAW member infractions may be filed by non-AIAW institutions. Such non-member institutions must follow the procedures set forth above except that the allegation(s) must be signed by the chief executive officer of the non-member institution in lieu of the voting representative. (D.A. 1/77)

c. Prospective or Signed Student-Athletes and/or Parents and High School Coaches (Interim Regulation*)
The Ethics and Eligibility Committee may initiate an informal inquiry, preliminary or full investigation of allegations of violations duly signed and reported by high school coaches or prospective or signed student-athletes with the consent of their parents. If a prospective or signed student-athlete is involved in the situation which the coach reports, however, the coach must have her consent before the Committee will proceed. (Ex. B. 5/78)

*Interim Regulation – effective until presented to Delegate Assembly Jan. 1979. (E.B. 5/78)

2. *Jurisdiction Over Allegations of Infractions*

a. Where to Send Statements
All allegations of infractions (except as provided for in regional qualifying events and national championships) shall be submitted to either the regional or the AIAW Ethics and Eligibility Committee Chairperson. In addition, copies of such allegations shall be sent to the state (where one exists), regional and AIAW Ethics and Eligibility Committee Chairperson & administrative assistant of E&E. (Mail Vote 5/74; E.B. 5/77 & E&E 5/78)

b. Allegations of Infractions Within a Region
Rule infractions which occur between member schools within a region should be submitted to the Regional Ethics and Eligibility Committee Chairperson, unless otherwise specified by the Regional E&E Chairperson. E.B. 5/77)

c. Allegations of Infractions Outside the Region
Rule infractions which occur between member schools in different regions should be submitted directly to the AIAW E&E Committee Chairperson (with a copy to the administrative assistant of E&E). (E.B. 5/75)

d. Sanctions by State or Region
Any sanction levied by a state or regional organization may be appealed to the AIAW Ethics and Eligibility Committee if that sanction precludes any player or team from national championship competition or qualifying events. In addition, any sanction levied or appeal made dealing with financial aid based on athletic ability may be reviewed by the Ethics and Eligibility Committee of AIAW. (E.B. 5/78 & E&E Committee 1975)
Note: Before submitting an appeal to the AIAW Ethics and Eligibility Committee, all available state and/or regional appeals processes must be exhausted.

3. *Self-Reporting of Violations*

a. Members Encouraged to Self-Report
Each member institution is encouraged to self-report any infractions of regulations to either the regional or the AIAW Ethics and Eligibility Committee Chairperson. (E&E Committee 1977)

b. Details of the Self-Report
When self-reporting infractions, the material submitted should include all infractions of regulations and any action which has been taken to correct the infraction. (E&E Committee 1977)

Note: The appropriate Ethics and Eligibility Committee shall then determine the extent of any disciplinary action which may be warranted, taking into consideration the institution's self-reporting and corrective action. (E&E Committee 1977)

c. Self-Report by Faculty Member
If the self-reporting is by a member of the faculty of the institution but without admission of the allegations by the institution, the allegations shall be subject to the procedures outlines in subsection B. infra. (E&E Committee 1977)

4. *Violations by Associate Members*
The Ethics and Eligibility Committee *may* act upon allegations of violations involving Associate Members. The sanction, however, is in the form of a recommendation to the President's committee on membership (e.g., terminating Associate Membership or recommending that an Associate Member in violation of AIAW regulations which is seeking active membership not be accorded active membership status or be granted active membership with restrictive conditions). (E.B. 5/78)

B. PROCEDURES OF THE ETHICS AND ELIGIBILITY COMMITTEE

While sheer speculation is discouraged, all allegations of violations will be followed up by the Ethics and Eligibility Committee. The procedure can take one of two forms: if there does not appear to be sufficient documentation or for other reasons, the Chairperson may attempt an informal inquiry before a preliminary investigation.

In an *informal inquiry*, the accused institution is not informed of the identity of the institution and/or the individual who has submitted the allegation. If, however, there is sufficient evidence for a *preliminary investigation*, the accused institution is provided the specific charges, identity of charging party (unless extraordinary circumstances are present) and a preliminary investigation is instituted. Following a preliminary investigation, either the institution is cleared of any wrongdoing, admits wrongdoing or a *full investigation* is conducted. The Ethics and Eligibility Committee determines which shall occur. In all cases in which a full investigation is instituted, the accused institution will be informed of the identity of the charging party. Unless there is an admission prior to a full investigation, sanction is imposed only after completion of a full investigation. (E&E Committee 5/78)

The same procedures shall be followed for the conduct of an investigation by the regional and the AIAW Ethics and Eligibility Committee (E.B. 5/75).

1. *Types of Investigations*

a. Informal Inquiry
The Chairperson of the Ethics and Eligibility Committee shall conduct an informal inquiry into an alleged violation properly received to determine whether a preliminary investigation is warranted. Any questionable action by the involved member institution shall warrant a preliminary investigation. (Mail Vote 1974)

b. Preliminary Investigation
If it is determined that a preliminary investigation is warranted, within ten (10) days of the receipt of the alleged charges the Chairperson shall:

1) Submit to the members of the Ethics and Eligibility Committee and institution charged, the specific allegations and supporting material submitted against it. Submission to the charged institution shall be by hand or registered or certified mail, return receipt requested. (Mail Vote 5/74)

2) Request the charged institution to respond within two weeks to the allegation(s) and submit, in writing, its answer and any supporting material relative to the charge(s) made. (Mail Vote 5/74)

3) Upon receipt of the response from the institution, the Ethics and Eligibility Committee shall evaluate all the evidence submitted and determine if the allegation(s) warrant a full investigation. (Mail Vote, 5/74)

Note: If preliminary consideration indicates that a full investigation is not warranted, a letter shall be sent to the appropriate people informing them that no further action will be taken. (Mail Vote 5/74)

c. Full Investigation
If there is an admission prior to a full investigation, sanction is then imposed without a further investigation. If, however, there is no such admission and a full investigation appears warranted, it shall be conducted in the following manner:

1) A letter to the chief administrator of the institution charged, informing her/him fully of the matter under investigation and requesting cooperation in establishing facts. (Mail Vote 5/74)

2) Copies of the above letter shall be sent also to:

a) Chairperson of Physical Education Department (if appropriate)

b) Women's Athletic Program Director

c) AIAW Voting Representative

d) State AIAW Chairperson (where one exists)

e) AIAW President

f) Regional Representative

g) Regional Ethics and Eligibility Chairperson

h) Coach of the sport in which the alleged violation(s) occurred

i) The party charging the infraction

j) AIAW Executive Director (Mail Vote 5/74)

3) All materials reviewed by charged party
Any additional information which is collected during the full investigation is sent to the charged institution for review and response. The charged institution has access to *all* information and materials reviewed by the Ethics and Eligibility Committee.

4) Decision procedure
The final step in the investigation is to send copies of the supportive evidence submitted by the charged institution to the Ethics and Eligibility Committee members for evaluation. In reaching its decision, the Ethics and Eligibility Committee shall consider only the information submitted as part of the charging protest, the response of the institution involved and the relevant material ascertained through the committee's investigation to which the institution charged has had an opportunity to review or respond. (Mail Vote 5/74)

Note: Following the investigation, the Chairperson of the Ethics and Eligibility Committee shall submit a written summary to the individuals named in V, B., l.c, and include (1) The findings of the Committee, (2) Any disciplinary action taken and (3) A brief statement of the reasons therefore. The decision shall be sent certified mail, return receipt requested to all parties to the proceeding. (Mail Vote 5/74)

2. *Penalties for Infractions of the Regulations*
The disciplinary measures listed below, either individually or in combination, may be imposed upon institutions by the Committee depending upon the severity of the infraction.

a. Reprimand and censure.

b. Probation without penalty (for one sport or an entire program).

c. Probation with penalty, including any of the following, for one sport or an entire program:

1) Limitation on numbers and/or amounts of new financial aids based on athletic ability which may be awarded by the institution.

2) Limitation on recruitment activities in which the institution or its personnel may engage.

3) Ineligibility for state or regional qualifying and/or national championship events for individual student-athletes or teams.

4) Requirement of informing all prospective student-athletes of probational status of institution's program.

5) Forfeiture of specified games or events.

d. Loss of active AIAW membership for a designated time.

e. Recommendation of permanent loss of AIAW membership.

C. INFRACTIONS RELATED TO REGIONAL/ NATIONAL CHAMPIONSHIPS

1. *General Policy*

a. Alleged Violation at Regional Championship
If the alleged rule infraction or protest occurs at a regional championship, the investigation shall be made in accordance with regional regulations either by the Regional Ethics and Eligibility Committee Chairperson, the Regional Tournament Protest Committee, or the Commissioner of Regional Championships. (E&E Committee 1977)

Note: In all cases of regional competition, an appeal must be presented to the Regional Ethics and Eligibility Committee and all other available regional appeals bodies before an appeal to the AIAW Ethics and Eligibility Committee will be entertained. (E&E Committee 1977)

b. Alleged Violation at National Championship
If the rule infraction or protest occurs at a national championship, the National Championship Protest Committee and/or the Commissioner of National Championships is responsible for the investigation. (E&E Committee 1974)

2. *National Championship Committees*

a. National Championship Protest Committee

1) Protests lodged within 24 hours of national championship.
Any protest lodged within 24 hours of the commencement of a national championship shall be acted upon by the National Tournament Protest Committee. (E&E Committee 1974)

2) Any protest filed with the tournament protest committee shall include a statement explaining why the protest could not reasonably have been filed earlier. (E&E Committee 1975)

b. Late or Incorrect Entry Committee
Any institution submitting a late or incorrect entry shall be notified by telephone that the entry has been denied. An appeal may be made to the Late Entry Committee if extenuating circumstances are present. The committee is comprised of (1) Appropriate Large or Small College Commissioner; (2) Chairperson of AIAW Sport Committee; (3) AIAW Past President. The appeal must be made

by telephone and letter within 24 hours of notification that entry has been denied. (E.B. 5/77)

c. Ethics and Eligibility Sub-Committee
The Ethics and Eligibility Sub-Committee is comprised of at least three members of the E&E committee. Prior to the commencement of the event, the sub-committee acts upon appeals of decisions made by the National Championship Protest Committee. Within five (5) days and prior to 24 hours of the national championship, the sub-committee acts on an institution's failure to comply with all procedures for verification of eligibility.

3. *Decision of National Championship Protest Committee*

a. Filed with Commissioner
The decision of the National Tournament Protest Committee shall be filed with the Commissioner of National Championships or her delegate at the event and subject to her review at the request of the party or parties adversely affected by the ruling, provided such review is requested within 24 hours and the event in question has not yet taken place. (E.B. 1975)

b. Filed with E&E Chair
All such decisions of the National Tournament Protest Committee and/or the Commissioner or her delegate shall be filed with the Chairperson of the Ethics and Eligibility Committee for her records or any subsequent action within 48 hours of the conclusion of the national championship (E&E Committee 1975)

c. On Site Conflicts
When on-the-site conflicts arise which need immediate resolution the appropriate National Championship Commissioner or designee shall be empowered with the decision making authority after consultation with the Sports Committee in attendance. (D.A. 1/76)

Note: If an institution desires to appeal a decision, the appeal must be filed with the Commissioner of National Championships within 48 hours of the conclusion of the national championship. The investigation shall be conducted by the AIAW Ethics and Eligibility Committee following the procedures outlined for any other allegation. (E&E Committee 1975)

4. *Rule Infractions Subsequent to Regional or National Championship Events*

a. Intent to Submit Protest

1) Intent to submit a protest of eligibility subsequent to the event for alleged participation of an ineligible player in the national championship shall be submitted, in writing, by any identified representative of an AIAW member institution on or before the last day of the championship to the Commissioner or her authorized representative. (Initial Policy 1972)

2) If an intent to submit a protest of eligibility has been filed in accordance with 1(a) of this section, a written protest must be filed with the Commissioner within 10 days of the last day of the championship. This written protest shall be filed in duplicate and shall contain all specific allegations and supporting documentation regarding the allegation(s) of violation of the eligibility rules. Such protest shall also contain an explanation of why it could not reasonably have been filed prior to the event. (Initial Policy 1972)

b. Send Duplicate to E&E Chair
Within thirty (30) days of receipt of a written protest, the Commissioner of National Championships will send a duplicate copy to the Chairperson of the Ethics and Eligibility Committee who will, if evidence presented with the initial charge warrants, follow the normal procedures. (E.B. 1972)

5. *Ethics and Eligibility Procedures for Appeal of Protest*

a. If Protest Upheld
Should the Ethics and Eligibility Committee uphold the protest, its decision shall include the appropriate penalty or penalties, if any, and the effective date or dates therefore and inform the adversely affected party. (E&E Committee 1975)

b. Results Filed
The Chairperson of the Ethics and Eligibility Committee shall file a full copy of the record (including written submissions and decisions) of each protest with the Commissioner of National Championships, President of AIAW and the AIAW Executive Director within 14 days of its issuance. (E&E Committee 1974)

6. *Penalty for Disqualification from National Championships*
When a disqualification has occurred and a 30 day period for appeal has passed or a decision on said appeal has been made by the AIAW Ethics and Eligibility Committee, the following shall take place:

a. The disqualified institution will be directed to return all awards received, by teams and individuals representing that institution at that event. (Initial Policy 1972)

b. If the investigation has shown that the violation(s) pertains to participants from that institution in prior national championships in that year, the procedure outlined in 5. a. above will also be applied. (Initial Policy 1972)

c. For a more serious infraction the matter shall be submitted to the Ethics and Eligibility Committee Chairperson and a more severe penalty may be imposed after investigation. (E&E Committee 1974)

d. The sport committee shall revise all reports of teams and individuals for the championships for the purpose of records, and a reallocation of awards will be made. (E&E Committee 1974)

D. INFRACTIONS BY REGION, COMMITTEE, OR OTHER ORGANIZATIONAL SUBSTRUCTURE

The Executive Board may impose the following disciplinary measures, either individually or in combination upon any region, committee or other substructure of AIAW depending upon the severity of the infractions: (D.A. 1975)

1. Reprimand and censure (the region or committee)
2. Regional disqualification from national championships
3. Monetary fine
4. Loss of membership on the AIAW Executive Board (Region) or AIAW appointments to NAGWS committees
5. Permanent loss of membership on the AIAW Executive Board (Region) or AIAW appointments to NAGWS Committees (E.B. 1975)

E. FINAL APPEALS OF E&E COMMITTEE DECISIONS

1. *National Championships*
Any individual who or AIAW institution which is adversely affected by a ruling by the National Championship Protest Committee or the Commissioner of National Championships may appeal to the AIAW Ethics and Eligibility Committee. (E.B. 1975)

2. *Appeals from State/Region*
Appeals from state/regional Ethics and Eligibility committee rulings which involve preclusion of an individual and/or team from participation in a national championship event or qualification therefore shall be made to the AIAW Ethics and Eligibility Committee. (E&E Committee 1975)

3. *The Use of The Appeals Board*

a. Who May Appeal to the Appeals Board
Any individual who or AIAW institution which is adversely affected by a ruling of the AIAW Ethics and Eligibility Committee with the exception of appeals provided for under E, 1-2 of this section. (D.A. 1976)

b. Composition of the Appeals Board

1) The Appeals Board shall be composed of one representative elected from and by each region and one student elected by the Delegate Assembly Student Caucus. Bylaw VIII (D.A. 1976 & 1977)

2) For each appeal (both for violation decisions and for waiver request decisions) the Appeals Board shall be composed of three people from the panel selected as follows:

a) Violation decisions:
One member shall be selected by the complaining party, one member selected by the institution charged with wrongdoing, and one mutually agreed upon by the first two selected. (D.A. 1976 & 1977)

b) Waiver request decisions:
One member shall be selected by the institution, one by the student-athlete, and one mutually agreed upon by the first two selected (E.B. 5/78)

In both situations, the chairperson of the Appeals Board will be decided by mutual agreement of the first two members selected; where agreement is not reached, the third member shall be designated the chairperson. (E.B. 5/78)

4. *Procedures Required*

a. Send Entire Letter to E&E Chair and National Office
The individual or institution that wishes to appeal a decision of the AIAW E&E Committee shall, within thirty (30) days of receipt of the decision which is to be appealed, send a letter to the AIAW E&E Chairperson with a copy to the national office. (D.A. 1976)

b. Clearly State Grounds for the Appeal
The letter shall clearly state the grounds relied upon by the party appealing and any facts or other evidence relevant to the appeal. The only new information, however, can be the letter explaining the reason(s) for the appeal. Unless specifically requested by the Appeals Board, no other submission will be permitted. The Appeals Board may ask for additional information, but no new evidence shall be submitted with the appeal. (E&E Committee 1975)

5. *Copies Distributed to the Appeals Board*
Within ten (10) days of receipt of the appeal and the required number of copies, the AIAW Ethics and Eligibility Committee Chairperson shall send or cause to be sent a complete copy of the appeal to all members of the body designated under this section to consider the appeal, and to the AIAW Executive Director. (E&E Committee 1975)

6. *Prerogatives of the Appeals Board*

a. Appeals Board Action
The body considering the appeal shall have the the authority to sustain, modify or overrule the decision appealed from or the penalty provided therein; or (E&E Committee 1975)

b. Submission to Executive Board
Submit the appeal from the Ethics and Eligibility Committee to the AIAW Executive Board for advice or decision. (E&E Committee 1975)

7. *Distribution of the Appeals Board Decision*

a. Decisions
The decision of the body considering the appeal shall be issued in writing and contain a brief statement of the reasons for the action taken by the appeals body. (E&E Committee 1975)

b. Distribution of Decisions
Copies of such decisions by the body considering the appeal shall be mailed to the following: (E&E Committee 1975)

a) all parties to the appeal (by certified or registered mail, return receipt requested);

b) AIAW Executive Director; and

c) AIAW President

F. REQUEST FOR MITIGATION OF PENALTY

1. *Who May Request Mitigation*
Any person or entity against whom a sanction or penalty has been imposed may at any time after the opportunity for appeal has passed or been exhausted file a request for mitigation of penalty. (E&E Committee 1975)

2. *Procedure*
Such requests shall be in writing and filed with the Chairperson of the Ethics and Eligibility Committee. The request will set forth a complete statement of the reasons supporting mitigation. (E&E Committee 1975)

3. *Decision by Executive Board*
The Chairperson of the Ethics and Eligibility Committee shall submit the request and her/his recommendation to the AIAW Executive Board at its next meeting for decision. (E&E Committee 1975) The decision of the AIAW Executive Board shall be final. (E&E Committee 1975)

G. REPORTING VIOLATIONS TO THE MEMBERSHIP

Upon completion of the final process of an appeal, the AIAW membership shall be informed of all decisions in which an institution has been placed on probation and a privilege has been withdrawn. An institution receiving lesser sanctions, i.e., censure or reprimand, shall not be reported to the membership. (E.B. 5/77 & 5/78)

Notes: 1) The E&E Newsletter shall serve as the vehicle for reporting the violation; no news release will be issued. The Chairperson of the Ethics and Eligibility Committee shall be the individual empowered to answer any questions or give general information and facts regarding the application of particular sanctions to any interested media personnel or member institution. (E.B. 5/78)

2) The E&E Newsletter shall report decisions regarding violations rendered by the AIAW E&E Committee including regional appeals the Committee has reviewed and acted upon. Sanctions imposed by the region in cases where no appeal has been filed with AIAW shall not be reported to the membership. (E&E Committee 5/77)

SECTION VI. WAIVER REQUESTS-INTERPRETATIONS-VIOLATIONS-REFERRAL PROCEDURES

A. REQUESTS FOR WAIVER OF POLICIES OR REGULATIONS

1. *Filed with AIAW E&E Committee*
All requests for waiver of policies or regulations, unless otherwise provided for, must be filed with the AIAW Ethics and Eligibility Committee and shall *not* be considered by regional Ethics and Eligibility Committees. (Initial Policy 1972 and E&E Committee 1/77)

2. *Waiver Requests from Student-Athletes*

a. Right of Student-Athlete to File
Any student-athlete who believes a rule relating to her eligibility should be waived (e.g. normal progress, additional year of eligibility, transfer/financial aid regulation, restoration of amateur status, etc.) may request waiver from the AIAW Ethics and Eligibility Committee. (Initial Policy 1972)

b. Procedure
Such requests for waiver *must* be filed on the "Waiver Request Form" on page 70 in the Appendix. Send the original to the E&E Chairperson and the carbon to the national office. The form must be completed and include the signatures of the student, coach, athletic director, and voting representative. (E&E 5/74 and 5/77) The completed form must be accompanied by the following: (E&E 1977)

1) A statement by the student-athlete with verification of any fact which demonstrates extenuating circumstances, including, if relevant, verification of injury or illness relied upon.

2) A statement by the Coach and/or Athletic Director with verification of such facts relied upon.

3) Any materials which may assist the AIAW Ethics and Eligibility Committee in reaching a decision.

4) In requests involving the transfer/financial aid regulation, in addition to the above, and when appropriate to the individual case, the important documents should include: (a) statement from the former athletic department, (b) institutional verification that the new major course of study is not available, (c) evidence of financial need, (d) data sheet chronologically arranged to cover initial contact between athlete and institution until actual enrollment, including activity of the former institution (if involved in situation), the transfer institution, and the student-athlete. (E&E Committee 1/77)

Note: The Ethics and Eligibility Committee does not automatically grant waiver for "change in academic program." Additional criteria are used, as in all waiver cases. (E&E Committee 1/78)

3. *Institutional Waiver Request*

a. Send to E&E Committee
Any institution which desires waiver of a policy or regulation of AIAW may request such waiver from the AIAW Ethics and Eligibility Committee. Send the original of the request to the E&E Chairperson and a carbon to the national office. (E&E 1/77)

b. Procedure

1) The request must be signed by the Athletic Director and Voting Representative.

2) A statement setting forth the waiver requested, the reasons the institution believes such a requested is justified and any material supporting such justification must accompany the institution's request.

4. *Time Table for Waiver Requests*

a. Three Week Minimum
The Ethics and Eligibility Committee requires at least three weeks after receipt of complete information to formulate a decision. (E&E Committee 10/76)

Note: The time necessary for formulation of a decision can be increased substantially if information is lacking or additional material is necessary.

b. File Prior to Sport Season
All requests for waiver related to a particular sport season should be completed before the commencement of the season.

c. Complete Waivers before Transfer
All requests for waiver by transfer students should be completed before the transfer process commences, if the student's decision is in any way dependent upon the outcome of an appeal. (E&E Committee 10/76)

d. Complete Normal Progress Waivers before Term Off
Normal progress waivers may be submitted during the season the student-athlete is not enrolled (E&E Committee 5/77)

e. Summer Schedule
The summer months are the most difficult time for the E&E Committee to render waiver decisions. It may take longer to complete the entire procedure and reach a decision. (E&E Committee 1/77)

5. *Participation Prior to the Waiver Decision*
An institution may not permit an ineligible student-athlete to participate in a sport before a decision granting waiver has been rendered. (E&E Committee 10/77)

6. *Process of Final Appeal*
If a waiver request is forwarded to an Appeals Board for action, the period of time taken to complete this task is uncertain. Every attempt is made to complete the task as expeditiously as possible when denial of access to a national championship may be a result of the denial or if a student may be declared ineligible to participate. Generally, however, the process takes

from four to six weeks for a decision to be rendered by the Appeals Board. (E&E 1/78)

B. INTERPRETATIONS

1. *Regional Ethics and Eligibility Committee*

   a. Clarifications
   All inquiries for information or clarification of interpretations already rendered by the Ethics and Eligibility Committee should be submitted to the appropriate regional Ethics and Eligibility Committee in writing. (E&E Committee 1977)

   b. First Impression Interpretations and Clarifications
   If a regional Ethics and Eligibility Committee deems a request for interpretation or clarification to constitute a question of first impression, it shall be forwarded to the AIAW Ethics and Eligibility Committee by the regional Ethics and Eligibility Committee. (E&E Committee 1974 and 1977)

   c. Telephone Clarifications and Interpretations
   Telephone interpretations or clarifications do not constitute official interpretations; all official interpretations must be in writing. (E&E Committee 1974)

2. *AIAW Ethics and Eligibility Committee*

   a. Official Interpretations by E&E Committee
   The official interpretation of an AIAW regulation must be made by the AIAW Ethics and Eligibility Committee. (E&E Committee 1974)

   b. Official Spokesperson
   The Chairperson of the Committee is the official spokesperson for the Committee. All final interpretations must be made directly by the Chairperson. (10/75)

   c. General Information Questions to Administrative Assistant or Region
   General information questions should be directed to either the regional E&E committee chairperson or to the administrative assistant in E&E at the AIAW national office. The national E&E Committee Chairperson should be called *only* in emergency situations or upon the direction of the regional E&E chairperson or the administrative assistant. (E&E Committee 1977)

   d. New Interpretations
   When an interpretation question arises which has not been dealt with by the E&E Committee, the question goes to the Ethics and Eligibility Committee for a decision. This process increases the time required for an answer. Only the Chairperson, however, may render the final interpretation. (E&E Committee 1/78)

   e. Interpretations Require Two-Three Weeks
   Approximately two to three weeks is required in order for the AIAW Ethics and Eligibility Committee to render a written interpretation; if immediate information is necessary, a temporary telephone interpretation may be made by the AIAW Ethics and Eligibility Chairperson. It is not an official interpretation. All official interpretations must be in writing. Such telephone responses shall remain operative only until the written statement from E&E arrives. (Ethics & Eligibility Committee 5/77 & 10/77)

C. VIOLATIONS

1. *Involving Institutions in One Region*
   Allegations of violations which involve one or more member institutions located within the same Region or which involve a regional regulation must be submitted to the regional Ethics and Eligibility Committee. (E&E Committee 1977)

2. *Involving Institutions Within Different Regions*
   Allegations of violations which involve two regions or member institutions located within different regions must be submitted directly to the AIAW Ethics and Eligibility Committee. (Initial Policy 1972)

3. *Sanctions by State or Region*
   Sanctions levied by state or regional organizations may be appealed to the AIAW Ethics and Eligibility Committee if the sanction involves the denial of access to a regional qualifying event or a national championship. (E&E Committee 1975)

4. *Appeals to AIAW*
   Appeals of a sanction levied by a regional organization must be submitted to the AIAW Ethics and Eligibility Chairperson within fifteen (15) days of receipt of the regional committee's decision. (E&E Committee 1977)

5. *Appeals to the Appeals Board*
   Decisions of the Ethics and Eligibility Committee may be appealed to the AIAW Appeals Board except that in the following instances no further appeal of the Ethics and Eligibility Committee's decision is permitted. (Mail Vote 5/74)

   a. In instances where the E&E Committee hears an appeal from a regional E&E decision. (Mail Vote 5/74 Modified 1/77)

   b. In instances where the E&E Committee hears an appeal from the National Championship Protest Committee decision.

D. POLICY AND/OR RULE CHANGES

1. *Send to Ethics and Eligibility Committee*

   a. Procedure

      1) AIAW member institutions shall refer any proposed policy, regulation or interpretation change to the AIAW Ethics and Eligibility Committee Chairperson. (E&E Committee 5/74)

      2) The AIAW Ethics and Eligibility Committee shall make a summary and review of all such suggestions. (E&E Committee 5/74)

      3) The AIAW Ethics and Eligibility Committee shall present to the Executive Board those suggestions it deems advisable. (E&E Committee 5/74)

      4) The Executive Board shall present to the Delegate Assembly those suggestions it deems advisable. (E&E Committee 5/74)

   b. Policy Changes Through Executive Board
   The submission of proposed policy changes to the AIAW Ethics and Eligibility Committee does *not* assure referral to the Executive Board or the Delegate Assembly. If Executive Board consideration prior to the Delegate Assembly is sought, the proposal(s) to be considered must be submitted to the Ethics and Eligibility Chairperson, at least fifteen (15) days prior to the Executive Board's fall meeting. (E&E Committee 5/74 and 1/77)

2. *Petitions*

   a. Petitions Submitted Directly to the Delegate Assembly
   Unless proposed by the Executive Board, items to be presented to the Delegate Assembly for con-

sideration must be submitted on a petition signed by at least twenty-five (25) voting representatives supporting the proposed action. This petition must be submitted at least forty (40) days prior to the Delegate Assembly. (E&E Committee 5/74 amended D.A. 1/78)

b. Sent to E&E Committee
A petition properly executed and sent to the Ethics and Eligibility Committee must be forwarded to the Delegate Assembly. The procedure gives, however, the Committee the opportunity to review its content and determine the implications of the motion upon AIAW recruitment, financial aid, or eligibility regulations. For such review, any petition would have to be submitted to the E&E Committee by the first weekend in October. (E&E 5/78)

SECTION VII. PROCEDURES FOR NATIONAL CHAMPIONSHIPS

A. INSTITUTIONAL SUPERVISION OF ATHLETES

1. No participant shall be permitted to attend an AIAW national championship without supervision by a coach or a designee of the school.
2. If the coach is unable to accompany the participant, the name of the designee shall be made in writing by the chairperson of the physical education department or the administrator responsible for the women's intercollegiate program.
3. A coach or designee from another college who agrees in writing to accept the responsibility will meet this requirement.
4. At no time will an undergraduate student be recognized as an appropriate designee of the school.

B. AWARDS AND MEMENTOS

1. The AIAW will provide all awards for AIAW national championships. No awards other than these are to be presented without the permission of the Commissioner of National Championships.
2. All-American AIAW awards or all-tournament AIAW awards may be made at any AIAW national championship, if requested by the sport committee and approved by the AIAW Executive Board. (D.A. 1976)
3. Awards will be presented at the national championships. All awards will be distinctively marked with the official medallion.
4. The design and content of any memento sold by a host school of an AIAW championship must be approved by the Commissioner of National Championships prior to order and sale.

C. BIDDING FOR CHAMPIONSHIPS

The site for the AIAW championships will be rotated through a regional schedule. (This schedule is included in the Appendix.) Schools from other regions may bid for hosting a championship at any time in the event that a site cannot be found within the region scheduled.

1. Any AIAW member school interested in submitting a bid to hold a national championship should:
   a. Discuss the matter with the leadership personnel who will be concerned with conducting the event: departmental staff, the chairperson or head of the women's physical education department, the dean or chairperson of the division or school, the athletic director, and the president of the institution.
   b. Determine the school's specific leadership personnel for a meet director and the director's willingness to serve on the AIAW sport committee, if selected, as future, present and past meet director. Commit the school or the individual to the funds necessary to attend the championship for the required years and to serve on the committee for this time.
   c. Check availability and conditions of facilities, including housing accommodations in the community.
   d. Discuss the amount of financial backing needed and available from the physical education department, school, and community.
   e. Submit a bid requesting consideration as a site for a championship to the Commissioner of National Championships which includes:
      1) Verification of the fact that the facilities are available for the date specified by the AIAW schedule of national championships.
      2) Scope and description of all facilities available to the participants, including activity areas, housing, eating, transportation, and practice.
      3) The number of participants who can be handled at any one time during competition.
      4) The number and qualifications of officials available.

APPENDIX

1978-79 SCHEDULE OF NATIONAL CHAMPIONSHIPS

The AIAW sponsors national championships for two membership classifications: Small Colleges (3,000 and under full time female undergraduate enrollment) and Large Colleges (over 3,000 full time female undergraudate enrollment). Only active AIAW members (including jr./community colleges) may participate in AIAW national championships. Small Colleges may participate in either the Small College championship or Large College championship for that sport. Large College active members cannot compete in the Small College national championships.

AIAW NATIONAL CHAMPIONSHIPS (Open to all active AIAW members)

BADMINTON (7th)
George Washington University
Washington, DC 20052
Don Paup, Meet Director
March 1-3, 1979

CROSS COUNTRY (4th)
University of Colorado, Boulder
Boulder, CO 80309
Dean Brittenham, Meet Director
November 18, 1978

GOLF (7th)
Oklahoma State University
Stillwater, OK 74074
Susan Hall, Meet Director
June 13-16, 1979

SKIING (3rd)
Northern Michigan University
Marquette, MI 49855
Karen Kunkle, Meet Director
March 7-10, 1979

SYNCHRONIZED SWIMMING (1st)
SUNY – Albany
Albany, NY 12222
Pat Rodgers, Meet Director
March 28-31, 1979

TRACK AND FIELD (7th)
Michigan State University
East Lansing, MI 48824
Nell Jackson & Mark Pittman, Meet Directors
May 24-26, 1979

AIAW LARGE COLLEGE NATIONAL CHAMPIONSHIPS (Open to all active AIAW members)

BASKETBALL (7th)

Sectional Playoffs
March 16-17, 1979

East
(site to be announced)

South
Tennessee Tech University
Cookeville, TN 38501

Central
Southern Illinois University
Carbondale, IL 62901

West
(site to be announced)

Final Round
North Carolina State University
Raleigh, NC 27607
Nora Lynn Finch, Meet Director
March 22 and 24, 1979

GYMNASTICS (7th)
Penn State University
University Park, PA 16802
Judith Avener & Gene Wettstone, Meet Directors
March 30-31, 1979

SWIMMING AND DIVING (7th)
University of Pittsburgh
Pittsburgh, PA 15213
Richard Bradshaw, Meet Director
March 15-17, 1979

TENNIS (3rd)
University of Iowa
Iowa City, IA 52242
Catherine Ballard, Meet Director
June 3-12, 1979

VOLLEYBALL (7th)
University of Alabama
University, AL 35486
Anne Marie Lawler and Stephanie Schleuder,
Meet Directors
December 7-9, 1978

AIAW SMALL COLLEGE NATIONAL CHAMPIONSHIPS (Open to all small college active members)

BASKETBALL (5th)
North Dakota State University
Fargo, ND 58102
Lynn Dorn, Meet Director
March 20-24, 2979

GYMNASTICS (2nd)
(site to be announced)

SWIMMING & DIVING (3rd)
University of Nevada, Reno
Reno, NV 89557
Jerry Ballew, Meet Director
March 7-10, 1979

TENNIS (3rd)
(site to be announced)

VOLLEYBALL (4th)
Florida Tech University
Orlando, FL 32816
Lucy McDaniel, Meet Director
December 7-9, 1978

AIAW CO-SPONSORED NATIONAL CHAMPIONSHIPS

FIELD HOCKEY (AIAW/USFHA) (4th)
Central Washington University
Ellensburg, WA 98926
Jean Putnam, Meet Director
November 21-24, 1978

SOFTBALL (AIAW/ASA) (3rd)
University of Nebraska, Omaha
Omaha, NE 68101
Connie Claussen, Meet Director
May 24-27, 1979

PROCEDURES FOR CONDUCTING RESEARCH AT AIAW NATIONAL CHAMPIONSHIPS

A. INTRODUCTION

As there is real concern for research in intercollegiate athletics for women, AIAW would like to facilitate scientific investigations whenever feasible. However, since AIAW National Championships are held to meet the needs of highly skilled competitors, research procedures which are not in the best interest of the competitors will not be approved. It is also recognized that the time, place and conditions of the National Championship events may not be the best situation in which to evaluate the physiological, psychological or social processes which contribute to an individual's framework.

B. CRITERIA FOR RESEARCH PROPOSALS AND AND FOLLOW-UP PROCEDURES

1. The proposal must include the following information and meet the following criteria:
   a. purposes or objectives of the research are clearly stated.
   b. pertinent literature is reviewed and submitted.
   c. methods and procedures are detailed and study is well designed.
   d. equipment and supplies needed to complete the project (if equipment and supplies must be supplied at the Championship site) will be provided.
   e. significance of the project is presented.
   f. evidence is presented that the research will not adversely affect the tournament and/or participants.
   g. human rights code is not violated.
   h. source of funding is given and any obligations to funding sources specified.
   i. student research proposals include the name of the professor under whose direction the research will be done.
   j. specific time, space and other needs at the site of the championship event must be cited.
   k. sample letter to be sent to subjects if proposal is approved should be included.
   l. particular research must actually need to be done at a National Championship.
2. After approval, the researcher must inform participating schools (coaches) that the specific research project will be conducted at the event. This may be accomplished directly or through the championship meet director.
3. After approval, the researcher must obtain approval for testing from the coach and individual participant prior to the start of the event.
4. At the completion of the project, the researcher must submit a copy of the results to the AIAW Research Chairperson, NAGWS Research Chairperson, Championship Meet Director, AIAW Executive Director and Subjects.

C. PROCEDURES FOR REQUEST TO CONDUCT RESEARCH

Seven (7) copies of the research proposal must be submitted to the AIAW Research Chairperson at least ninety (90) days in advance of the opening of the championship event.

D. PROCEDURES FOR THE APPROVAL OF PROPOSALS

1. The AIAW Research Chairperson will review the proposal and, if generally acceptable (meets criteria), will forward within one week, one (1) copy of the proposal to the Commissioner of National Championships, one (1) copy of the proposal to the Championship Meet Director and four (4) copies of the proposal to the NAGWS Research Chairperson. If the proposal is not acceptable or is incomplete, the AIAW Research Chairperson will return the proposal with comments to the applicant.
2. The Championship Meet Director should approve or disapprove the proposal based upon the feasibility of conducting the research at the championship site. The Commissioner should submit written comments regarding the feasibility of conducting the research at the National Championship. These decisions must be returned to the AIAW Research Chairperson within two weeks of receipt of the proposal.
3. The NAGWS Research Chairperson shall select three (3) members of the review committee who should be specialists in the area of research covered in the proposal. The members of the review committee will independently submit their decisions to the NAGWS Research Chairperson within one (1) month following receipt of the proposal. If the proposal is rejected, reasons for rejection should be listed.
4. The NAGWS Research Chairperson shall communicate the result of the evaluations to the AIAW Research Chairperson within one (1) week of receipt of response from the reviewers.
5. The AIAW Research Chairperson, on the basis of the decision of the Championship Meet Director and the NAGWS Research Chairperson shall approve or disapprove the research proposal and inform the applicant of the decision. Copies of the letter to the applicant should be sent to the Championship Meet Director, NAGWS Research Chairperson, Commissioner for National Championships, members of the review committee and the AIAW Executive Director.

CRITERIA FOR ADDING NATIONAL CHAMPIONSHIPS

In order to add a National Championship in a new sport, either of the following two sets of criteria must be met:

Set 1. a. The Championship sites must be established for two years.
   b. Five of the nine regions must conduct AIAW regional events in the new sport.
   c. An interim sport committee for the new sport is established, is functioning, and has developed an operating code for the conduct of the championship.

OR

Set 2. a. The Championship sites must be established for two years.
   b. 20% of the active AIAW member institutions must have the need for the Championship in the new sport.
   c. Five regions must be represented from among the 20% of the membership offering the sport on a varsity level.
   d. An interim sport committee for the new sport is established, is functioning, and has developed an operating code for the conduct of the championship. (E.B. 5/74; D.A. 1977)

When the criteria for new AIAW Championships has been met, addition of the new Championship will be contingent upon Board approval. (E.B. 9/76)

AIAW Executive Board approval of a new Championship shall be required a minimum of eighteen months prior to the date of the initiation of the new championship. (E.B. 10/76)

ROTATION OF AIAW NATIONAL LARGE COLLEGE CHAMPIONSHIPS
REVISED JANUARY 1977

SPORT: Year	Basketball	Swim	Badminton	Volleyball	Golf	Gymnastics	Track & Field	Cross Country	Tennis	Ski	Byes
1975-76	1b	3	4	1a	5	2	6	9	7		8
1976-77	6	1b	7	4	9	5	8	1a	3	1	2
1977-78	8	6	3	7	1a	9	2	4	1b	7	5
1978-79	2	8	9	3	4	1	5	7	6	5-6	
1979-80	5	2	6	1	7	4	9	3	8	1	
1980-81	9	5	8	6	3	7	1	4	2	8-9	
1981-82	1a	9	2	8	1	3	4	6	5	5-6	7
1982-83	4	3	5	2	6	1	7	8	9	1	
1983-84	7	4	9	5	8	6	3	2	1	8-9	
1984-85	3	7	1	9	2	8	6	5	4	5-6	

ROTATION OF AIAW NATIONAL SMALL COLLEGE CHAMPIONSHIPS

	Basketball	Volleyball
1976-77	8	8
1977-78	2	5
1978-79	6	1
1979-80	9	6
1980-81	1a	9
1981-82	4	2
1982-83	7	4
1983-84	3	7
1984-85	5	3

DEVELOPMENT OF LOCAL ORGANIZATIONS

As opportunities for quality competitive experiences for college women continue to develop, the need for establishing policies and procedures at the local level also grows. Many colleges and universities have formed local organizations to direct the growth of athletics for women in their area, to establish policies of operation for scheduling contests, and to deal with problems as they arise.

Other groups considering the desirability of establishing a governing organization might find the following suggestions helpful:

1. Meet with representatives in institutions in your area to discuss needs, purposes, and possible directions. Such a meeting could be held in conjunction with another scheduled meeting.
2. Obtain materials from comparable groups already organizied either by writing directly to organizations or to the regional representative.
3. Select a committee to write a flexible operating code.
4. Determine what financial structure, if any, is most desirable for your area.

Many areas with traditional competitive boundaries have been able to function effectively without a formal structure. No pressure for the development of such a local organization should be felt by institutions until an organization becomes necessary to exert guidance and control at the local level. Further information can be obtained from the regional representative or from the president-elect.

PROCEDURES FOR CHANGING REGIONS

Schools bordering on another region may wish to petition for a change of regional assignment. This assignment would be effective for all sports for that school. Such a relocation, if made, would be for a minimum of a three-year period. Procedures for requesting a relocation would involve the following:

1. The individual school must send a letter of request signed by the department chairperson to the representative of the region with which the school wishes to affiliate. Carbon copies of this letter are to be sent to the regional representative of the region currently assigned and to the AIAW national office. If joining a state association or other governing group is a prerequisite, approval to do so must have been received prior to petitioning for change in regional affiliation.
2. This petition shall be acted upon by the regional governing group.
3. The decision of the regional governing group is to be sent to the school involved. Carbon copies of this decision are to be sent to the state or other governing groups involved, the regional representative of the region to which the school was originally assigned, and to the AIAW national office.

POSITION PAPER ON INTERCOLLEGIATE ATHLETICS FOR WOMEN

Approved May 1974

We believe sport is an important aspect of our culture and a fertile field for learning. The sense of enjoyment, self confidence and physical well being derived from demanding one's best performance in a sport situation is a meaningful experience for the athlete. These inner satisfactions are the fundamental motivation for participation in sports. Therefore, programs in an educational setting should have these benefits as primary goals.

In keeping with the belief, the following program elements are vitally important:

1. The enrichment of the life of the participant is the focus and reason for the existence of any athletic program. All decisions should be made with this fact in mind.
2. The participants in athletic programs, including players, coaches, and support personnel, should have access to and representation on the policy-making group on campus and in sport governing organizations.
3. Adequate funding is necessary to provide a comprehensive program. Sufficient funds should be provided for (1) a broad spectrum of sports experiences; (b) a variety of levels of competitive experiences; (c) travel using licensed carriers; (d) appropriate housing and food; (e) rated officials: (f) well trained coaches; (g) equipment, supplies, and facilities which aid performance and appeal to the aesthetic aspects of sport; (h) competent staff for administering and publicizing the program (i) qualified medical and training personnel; (j) and regular opportunities for social interaction with opponents.
4. Careful consideration is needed for scheduling practice sessions and games. The athletic schedule should ensure sufficient time to gain personal satisfaction from skill achievement, but should not deny the student the time to participate in other activities. Factors to be considered include: (a) equitable competition on all levels; (b) adequate pre-season conditioning; (c) appropriate spacing and length of practice sessions; (d) sufficient number of events in each sport; and (e) comparable length of seasons between sports.
5. Separate but comparable teams should be provided for women and men. In addition to separate teams, intercollegiate co-educational teams comprised of an equal number of women and men competing on opposing teams is desirable in those sports in which such teams are appropriate.
6. Athletic ability is one of the talents which can be considered in the awarding of financial aid to students. However, students should be free to choose the institution on the basis of curriculum and program. Staff time and effort should be devoted to the comprehensive program rather than to recruiting efforts.

AIAW TELEVISION PLANS

TELEVISION PLANS (Approved by the AIAW Delegate Assembly, 1976)

(1) *Income From Sale of Television Rights for AIAW National Championships*

Whereas TV, radio and movie rights to all AIAW national championship events are retained by AIAW, the following plan represents a direction from the membership as to the method by which such receipts (hereinafter TV receipts) are to be allocated and used:

Prior to the commencement of the AIAW fiscal year (June 1st), the Executive Board shall approve a plan of use and allocation of TV receipts for the following year. In approving its plan the Executive Board shall give priority consideration to the need of AIAW to cover operating expenses and the desire of the membership to financially assist schools participating in national championship events.

(2) *Income from Sale of Television Rights for Special Events Sponsored or Co-sponsored by AIAW*

Whereas, TV, radio and movie rights to all special events sponsored or co-sponsored by AIAW are retained by AIAW, the following plan represents a direction from the membership as to the method by which TV receipts from such events are to be allocated and used:

At the Executive Board meeting following the conclusion and final accounting of each special event, the Board shall approve a plan for use of TV receipts attributable to such events. In approving its plan the Executive Board shall give priority consideration to the need of AIAW to cover its own operating expenses and the desire of the membership to create and support a development fund for the furtherance of women in sport.

(3) *Policy Regarding Television Receipts Derived from Televising of Games, Matches or Events Between AIAW Member Institutions Other Than National Championships and Special Events.*

Whereas, the membership hereby directs the Executive Board to have prepared a plan for televising of games, matches and events between member institutions which shall incorporate the following principles which shall be effective immediately:

1. AIAW shall be the exclusive agent for all non-local television coverage and shall be entitled to a percentage of television receipts not to exceed 10%;
2. Not less than 40% of the gross revenue from an event shall be divided between the member schools participating in the televised event; and
3. All monies remaining after the payments specified in (1) and (2) above shall be accumulated in a Reserve Fund to be invested in guaranteed return investment (i.e. CD note at 7½% for 3 months) to generate additional income for the total membership of AIAW. Income on such investments should be retained in a Reserve Fund for ongoing investments until such time a minimum Reserve Fund of $100,000 is established. At no time may more than 40% of the Reserve Fund be invested for additional income.

The Executive Board is directed to present a detailed television plan to the 1978 Delegate Assembly.

(4) *Policy Regarding Income Derived from Sale of Television Rights to AIAW Regional Qualifying Tournaments.*

Whereas, in order to assure the orderly and effective presentation of AIAW regional qualifying tournaments, the membership hereby directs the AIAW Executive Board to prepare a plan for the televising of AIAW regional qualifying tournaments which shall incorporate the following principles which shall be effective immediately:

1. AIAW shall be the exclusive agent for all television coverage of AIAW regional qualifying tournaments and shall be entitled to a percentage of television fees derived from such agency not to exceed 15%;
2. Not less than 50% of all television revenues derived from coverage of AIAW regional qualifying events shall be distributed to the region whose tournament was televised; and
3. All monies remaining after the distribution under (1) and (2) above shall be deposited in a special fund and distributed equally to each of the remaining regions under the plan.

The AIAW Executive Board is directed to present a detailed plan for the implementation of these principles to the 1977 Delegate Assembly.

AIAW TELEVISION MOTION
(Adopted by Delegate Assembly, January, 1978)

WHEREAS, advantages for early television coverage of women's collegiate events are likely to accrue to regions and schools where television capabilities are concentrated, and

WHEREAS, later television interest is likely to accrue only to winners, and

WHEREAS, both of these likely happenings will result in primary benefits to a selected few of the members or regions of the Association for Intercollegiate Athletics for Women (AIAW), and

WHEREAS, we are cognizant of the likelihood of the building and protection of super powers and select big-time athletic programs for women as a result of potential income to a select few, and

WHEREAS, we recognize that all member institutions and regions of AIAW need income from sources beyond their own school and student consumers, and

WHEREAS, we are interested in preserving and protecting the well-being of all women's collegiate programs and member institutions regardless of size and income, and

WHEREAS, we think it is healthy for sport to have many potential winners in athletic contests rather than a selected few with predictable outcomes based on program income, and

WHEREAS, we want a unique association for the governance of women's athletics in which all members and regions are equally important and considered:

We propose the following motions in regard to television income from events between member institutions and regional championships:

Policy regarding TV receipts derived from televising of games, matches or events between AIAW member institutions other than national championship and special events.

The membership hereby directs the Executive Board to have prepared a plan for televising games, matches and events between member institutions which shall incorporate the following principles which shall be effective immediately:

1. AIAW shall be the exclusive agent for all non-local television coverage and for any coverage in which television receipts are involved; the receipts shall be distributed and utilized in the following manner:

   a. All costs for participating member institutions attributable to the television appearance will be reimbursed first from the television receipts, to the extent possible within the receipts; and

   b. All monies remaining after the payments specified above shall be accumulated in a Reserve Fund to be invested in guaranteed return investments *(e.g.* CD note at 7% for 3 months) to generate additional income for the total membership of AIAW. Income on such investments should be retained in a Reserve Fund for ongoing investments. At no time may more than 40% of the Reserve Fund be invested for additional income.

   c. At such time as the Reserve Fund is established sufficiently as to provide investment income and to be able to distribute additional income to member institutions, it shall be divided proportionately to *all* member schools based on member institutions' dues, number of sports, and cost of program.

   d. The Executive Board shall recommend timing and the specific basis for division of income for member institutions, subject to Delegate Assembly approval.

Policy regarding income derived from sale of television rights to AIAW regional qualifying tournaments.

In order to assure the orderly and effective presentation of AIAW regional qualifying tournaments, the membership hereby directs the AIAW Executive Board to prepare a plan for the televising of AIAW regional qualifying tournaments which shall incorporate the following principles which shall be effective immediately:

1. AIAW shall be the exclusive agent for all television coverage of AIAW regional qualifying tournaments, and for any coverage in which television receipts are involved, the receipts shall be distributed and utilized in the following manner:

   a. All costs for the region attributable to the televising of the event shall be reimbursed first from the television receipts to the extent possible within the receipts; and

   b. All monies remaining after payments specified above shall be accumulated in a Reserve Fund to be invested in guaranteed return investments (*e.g.*, CD note at 7% for 3 months) to generate additional income for the total membership of AIAW. Income on such investments should be retained in a Reserve Fund for ongoing investments. At no time may more than 40% of the Reserve Fund be invested for additional income.

   c. At such time as the Reserve Fund is established sufficiently as to provide investment income and to be able to distribute additional income to regions, it shall be divided proportionately on the basis of the number of member institutions within the regions.

   d. The Executive Board shall recommend timing and the specific basis for division of income for regions, subject to Delegate Assembly approval. (D.A. 1978)

AIAW LETTER OF INTENT

Instructions

An AIAW Letter of Intent is a formal statement by a prospective student-athlete that she intends to enroll in a named AIAW member institution and that financial aid based on her athletic ability has been offered. It is a statement which other AIAW member institutions and their representatives are obligated to respect. Once a prospective student-athlete signs an AIAW Letter of Intent, all recruiting activities on behalf of other AIAW member institutions must cease. AIAW member institutions are obligated to honor only the AIAW Letter of Intent. A prospective student-athlete must inform representatives of member institutions who inquire that she has already signed an AIAW Letter of Intent.

An AIAW Letter of Intent must be used whenever financial aid based on athletic ability is awarded a prospective student-athlete who is entering (or transferring from another) collegiate institution.

No AIAW Letter of Intent may be issued:

1. Prior to the first Monday in March preceding the year of enrollment;
2. If no financial aid based on athletic ability is to be awarded the prospective student-athlete;
3. If a prospective student-athlete has not yet commenced her senior year in high school;
4. If a prospective student-athlete has already signed another AIAW Letter of Intent for the same academic year (September-August). *Note:* If a prospective student-athlete signs more than one AIAW Letter of Intent in one academic year, she will lose eligibility to receive financial aid based on athletic ability at any AIAW member institution until she completes one year of normal progress. Any AIAW member institution which solicits the signing of more than one AIAW Letter of Intent by a prospective student-athlete shall be subject to sanction.

The signing of an AIAW Letter of Intent signifies:

1. The prospective student-athlete has made a decision to attend the named AIAW institution and that financial aid based upon athletic ability has been offered; and
2. The prospective student-athlete understands that while she is free to attend any other collegiate institution she may *not* receive financial aid based upon athletic ability until she has completed one year of normal progress at the collegiate institution she attends.

Directions for using the AIAW Letter of Intent:

1. The terms and conditions of the financial aid based upon athletic ability (including amount and duration) must accompany (or precede) the issuance of the AIAW Letter of Intent to a prospective student-athlete. *Note:* Award of such financial aid based on athletic ability may be conditioned upon admission to the institution but may not be conditioned upon future athletic achievement (e.g., making the varsity squad or team);
2. The AIAW Letter of Intent expires 14 days after the date of issuance unless signed by the prospective student-athlete; and
3. The executed AIAW Letter of Intent must be mailed by the member institution by certified mail, return receipt requested, to the AIAW national office within 14 days of its execution.

Release from signed AIAW Letter of Intent:

If an AIAW Letter of Intent has been signed by a prospective student-athlete and she believes that extraordinary circumstances warrant her release from such Letter, a request for release may be filed with the AIAW Ethics and Eligibility Committee.

In determining whether release is warranted, the AIAW Ethics and Eligibility Committee shall consider such factors as: failure of parents to sign Letter of Intent for a minor; the failure of an institution to meet the conditions required for use of Letter of Intent; failure of the prospective student-athlete to meet the admissions requirements of the institution; and/or changed circumstances beyond the control of the prospective student-athlete.

Caution: Release from a signed AIAW Letter of Intent does not affect any contractual obligations between the prospective student-athlete and the institution.

All requests for release must be accompanied by a full statement of the facts and circumstances relied upon. Recruitment contacts with other institutions may not be initiated until after issuance of a "Release Pending Statement" by the AIAW Ethics and Eligibility Committee to the prospective student-athlete, and no additional AIAW Letters of Intent may be signed until issuance of a "Release Granted" statement to the prospective student-athlete by the AIAW Ethics and Eligibility Committee.

Association for Intercollegiate Athletics for Women

1201 Sixteenth Street, N.W., Washington, D.C. 20036 (202) 833-5485

CERTIFICATION

Name of prospective student-athlete _____ .
(print or type full legal name)

This is to certify my decision to enroll at _____
(name of institution)

at _____ in the academic year _____ .
(location of institution)

In making this certification, I state that I have read the instructions accompanying this Letter of Intent, received the AIAW regulations for the awarding of financial aid based on athletic ability, and further understand that:

(1) All AIAW member institutions are obligated to respect my decision to enroll at the above named institution and to cease recruiting activities once I have signed an AIAW Letter of Intent. It is my obligation to inform any inquiring coach or representative of an institution that I have signed the Letter of Intent.

(2) *THIS IS NOT AN AWARD OF FINANCIAL AID.* (Do not sign this Letter of Intent unless you have received a written statement of the amount, duration, conditions and terms of financial aid based on athletic ability which the institution has promised.)

(3) If I sign more than one AIAW Letter of Intent during one academic year or if I decide to enroll in a collegiate institution other than the one for which my first Letter of Intent was signed, I understand that I will not be eligible for financial aid based upon athletic ability until I have completed one year of normal progress at a collegiate institution. I further understand that I may receive other forms of financial aid available to all students at that institution.

(4) If I am under eighteen (18) years of age and my parent or legal guardian fails to co-sign this AIAW Letter of Intent, it will be rendered null and void; however, I will be prohibited from signing another AIAW Letter of Intent just as if the first Letter had been validly signed.

(5) If extraordinary circumstances occur such as those mentioned in the instructions (or if I fail to meet the admission requirements of the institution), I understand that I may file a request for release from the Letter of Intent from the AIAW Ethics and Eligibility Committee. Such a release, if granted, is only from the Letter of Intent. Such an appeal must be sent both to the AIAW Ethics and Eligibility Committee and the institution by certified mail, return receipt requested. A statement of a "Request for Release *Pending*" must be received before initiation of any contact with any other AIAW member institution from which I desire to seek financial aid based on athletic ability.

(6) I may sign only one Letter of Intent unless a "Release from Letter of Intent" is *granted*, in writing, by the AIAW Ethics and Eligibility Committee.

(7) Receipt of a Letter of Intent does not bind me in any way until I have signed it and if I allow an unsigned Letter to expire by passage of fourteen (14) days, I shall remain eligible to sign another AIAW Letter of Intent issued by the same or any other institution.

I hereby certify that I have read the instructions on the reverse side and the conditions stated above and that I have *not* signed another AIAW Letter of Intent.

Signed: _____ _____
(signature of student) (date and time of signature)

Address: _____ _____
(street number) (city, state and zip code)

Signed: _____ _____
(signature of parent or legal guardian if under 18 years old) (date and time of signature)

Submission of this Letter is authorized by:

Signed: _____ _____
(Athletic Director*) (date)

_____ _____
(institution) (sport)

*AIAW Letter of Intent must be signed by the Athletic Director before submission to the prospective student-athlete and her parent or guardian for signature.

COPY FOR AIAW OFFICE

ASSOCIATION FOR INTERCOLLEGIATE ATHLETICS FOR WOMEN

INSTRUCTIONS for Completing the Affidavit of Eligibility

A. PROCEDURE

1. Affidavit of Eligibility forms shall be sent to each AIAW member institution by the national office. Additional forms may be requested from the national office or may be acquired from regional representatives. Only the AIAW Affidavit of Eligibility form may be used.

2. All AIAW member institutions must complete one eligibility form for each team competing in an AIAW event. The form must be mailed no later than the day of the first competitive event.

3. Any additions, omissions or adjustments because of extenuating circumstances should be immediately reported, with supporting information, to the Ethics and Eligibility Chair, with a copy to the AIAW national office and appropriate local officers. It is necessary for all individuals who received the original Affidavit of Eligibility form to receive any changes. An institution should use the Affidavit of Eligibility for additions.

4. The AIAW national office shall verify the institution's membership and inform the designated voting representative of any irregularity, with a copy to the Regional Representative, Regional Ethics and Eligibility Chair and national AIAW Ethics and Eligibility Chair.

B. DIRECTIONS TO ADMINISTRATOR OR COACH

1. Complete the 7-part carbonized eligibility form.
2. Check form to make sure appropriate blocks have been filled in. The "Participated in majority of season" column should NOT be filled in until the completion of regular season and prior to post-season qualifying events.
3. The original and 6 copies shall be distributed as follows:
   GREEN – send to the AIAW national office no later than the day of the first competitive event.
   WHITE – send to the Regional Ethics and Eligibility Chair no later than the day of the first competitive event.
   BLUE – retain for school file.

NOTE: DO NOT SUBMIT FOLLOWING COPIES UNLESS PROCEEDING TO STATE QUALIFYING EVENT, REGIONAL QUALIFYING EVENT, OR NATIONAL CHAMPIONSHIP.

Send the designated copy with a cover letter stating that the institution's athletes are entering the State Qualifying Event, Regional Qualifying Event or National Championship.
YELLOW – give to Meet Director of State Qualifying Event.
PINK – forward to AIAW national office. DO NOT send until proceeding to a Regional and/or National Championship.

– AND –

1. Be sure to record a "yes" or "no" in the last column – "Participated in Majority of Season."
2. Failure to complete the PINK copy properly and to send it to the AIAW national office shall result in denial of participation in Regional and/or National Championship.

WHITE – send to Meet Director if proceeding to Regional Qualifying Event and/or National Championship.
GOLD – Hand Carry to Meet Director of Regional Qualifying Event and/or National Championship.

4. Information requested in the block in the lower right corner of the form:
   a. First Scheduled Event – Write the date of the first contest for that sport for which the Affidavit of Eligibility is completed.
   b. Normal Progress Requirement – State the number of credit hours required by your institution for a student to be making normal progress in an academic year's work toward a degree or certificate requirements.
   c. Signature and Date – The Director of Women's Athletics MUST affix signature and date when the team has qualified for a Regional or National championship and before the Pink form is forwarded to the AIAW office.

ASSOCIATION FOR INTERCOLLEGIATE ATHLETICS FOR WOMEN
1201 Sixteenth Street, N.W., Washington, D.C. 20036

Region = _____

Membership Classification
☐ Small ☐ Large

Page _____ of _____ pages

AFFIDAVIT OF ELIGIBILITY

Date _____

Sport _____ Academic Year _____

Name of Institution _____

City/State/Zip _____

COMPLETE INFORMATION FOR ALL PARTICIPANTS

Student/Athlete (Name in Full)	Hometown Address (City/State Only)	Year in College				Total Credit Hours Accumulated	Is full-time student as defined by institution	Is an undergraduate	Making normal progress in an established degree or certified program	Medical examination within the championship year	Year of intercollegiate participation in this sport				Participated in majority of season
		1	2	3	4						1	2	3	4	

I have read the AIAW eligibility rules and interpretations in the current AIAW Handbook. I hereby certify that the above is complete and correct according to the official records of this institution. In addition, I certify that each person named is an amateur as defined by AIAW. I have read and subscribe to the current AIAW Code of Ethics as published in the AIAW Handbook.

Name _____
Director, Women's Intercollegiate Athletics

Signature _____

Telephone No. _____
(Area Code)

Name _____
Voting Representative

Signature _____

Telephone No. _____
(Area Code)

INSTRUCTIONS: See cover sheet and back of blue copy.

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Name _____
Coach or Advisor

Signature _____

Telephone No. _____
(Area Code)

FIRST SCHEDULED EVENT _____
(date)

NORMAL PROGRESS REQUIREMENT _____
(No. of Credit Hours)

Signature, Women's Athletic Director _____ (Date)
(DO NOT SIGN UNTIL PROCEEDING TO POST SEASON COMPETITION)

ASSOCIATION FOR INTERCOLLEGIATE ATHLETICS FOR WOMEN

FINANCIAL AID FORM
Instruction Sheet

Please read carefully. The instructions below are also printed on the reverse side of the Pink-School copy.

1. List only those student-athletes receiving financial aid based wholly or in part on athletic ability.

2. Complete the original and 3 copies:

   WHITE – Original – send to AIAW national office.

   GOLD – send to Fran Koenig, Chairperson, Ethics and Eligibility, Central Michigan University, Rose Center, Mt. Pleasant, Michigan 48859.

   GREEN – send to Regional Chairperson of Ethics and Eligibility.

   PINK – retain at school.

3. Under the four (4) columns for Financial Aid Amount record "P" if partial aid is given and "F" if full aid under each category (Tuition, Fees, Room, Board).

NOTE: The signature of the Chief Financial Aid Officer serves as verification that the total amount of aid based on athletic ability awarded by the institution to the listed students does not exceed the total allowable amount for tuition, fees, room and board. The student's signature signifies that the amount listed has been received. If a student prefers, the institution may have the student sign an individual statement to this effect and keep it on file for possible inspection upon request. This procedure must be verified by the Financial Aid Officer.

ASSOCIATION FOR INTERCOLLEGIATE ATHLETICS FOR WOMEN

1201 Sixteenth Street, N.W., Washington, D.C. 20036

REPORT OF FINANCIAL AID AWARDED BASED ON ATHLETIC ABILITY

(This information is CONFIDENTIAL)

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REGION NO. _____

Year Reporting _____

Institution _____

Address _____

_____

Sport _____
(File a separate form for each sport)

Page _____ of _____ pages

Name and City/State	Social Security Number	Year	Hours completed	Inclusive dates of Financial Aid	Financial Aid Amount Being Received				Signature of Recipient
					Tuition	Fees	Room	Board	
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									

Reporting for: Entire year _____ Per term _____

Institution expenses are as follows per term or per year:

TUITION: (In state) $_____ Fees $_____

(Out of state) $_____ Board $_____

Room $_____

INSTRUCTIONS: See cover sheet and reverse side of Pink copy.

The above student-athletes are receiving financial aid based on athletic ability.

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_____
Signature (Coach) (Date)

_____
Signature (Director, Women's Athletics) (Date)

_____
Signature (Chief Financial Aid Officer) (Date)

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WAIVER REQUEST FORM

Please send one copy to Dr. Fran Koenig, Chairperson, AIAW Ethics and Eligibility Committee, Women's Intercollegiate Athletics, Central Michigan University, Mt. Pleasant, Michigan 48859 and a second copy to the national office, 1201 16th St., N.W., Washington, D.C. 20036.

Date _____

Region _____

Student's Name _____ Home Address _____ Phone _____

School _____ Address _____ Phone _____

Coach _____ Sport _____ Phone _____

☐ **I. For Student-Athlete Waiver Request,** check box at left and complete Parts I and III.

ALL STUDENT-ATHLETE WAIVER REQUESTS MUST BE ACCOMPANIED BY STATEMENTS FROM THE STUDENT-ATHLETE AND HER ATHLETIC DIRECTOR OR COACH AND A COMPLETED COPY OF THIS WAIVER REQUEST FORM. IN ADDITION, FURTHER INFORMATION APPROPRIATE TO THE TYPE OF WAIVER REQUEST UNDER CONSIDERATION IS REQUIRED AS INDICATED BELOW. NO WAIVER REQUEST WILL BE CONSIDERED BY THE COMMITTEE WITHOUT FULL DOCUMENTATION.

A. ELIGIBILITY

1. *Injury/Illness*

   a. Physician's verification of injury/illness
   b. Copy of schedule with student's contests marked

   NOTE: Waiver request may be filed if student-athlete has participated in more than 25% of the season or if the request is submitted more than 2 weeks after conclusion of sport season. If the injury/illness took place prior to competing in 25% of season, simply send AIAW Injury Form (p. 71) to Regional E&E Chair and to national office. Do not fill out a waiver request form.

2. *Club Sport*
   See IV. B. 4. d. with note (p. 44) for criteria and include appropriate information

3. *Normal Progress*
   a. Institution's normal progression
   b. Reason: Medical *or* Financial *or* Personal

4. *Pro/Am*
   a. Account of monies earned and expenses
   b. Sport's governing body decision on student's amateur status
   c. Summary of professional experience

B. FINANCIAL AID BASED ON ATHLETIC ABILITY

1. *Transfer*

   a. Student's statement should include reason for transfer
   b. Statement of former AD or coach
   c. Statement of new AD or coach

   NOTE: The above statements should describe transfer contacts and procedures used

   d. Verification of financial need by parents (if under 21 and dependent) or financial aid officer

(Continued)

   e. If transferring because of academic major include:
      (1) Verification from former school major not offered (Registrar, Admissions, or Counselor)
      (2) Verification of admission to new school in desired major

2. *Summer School*

   a. Breakdown of student's financial aid in past 12 months
   b. Verification of financial need by parents (if dependent) or financial aid officer

	SCHOOLS ATTENDED	*DATES*	*CREDITS EARNED*	*GRADE POINT AVERAGE*	*PARTICIPATED IN ATHLETICS?*	*AMOUNT OF AID BASED ON ATHLETIC ABILITY*
Freshman year						
Sophomore year						
Junior year						
Senior year						
Summer school						

☐ **II. For Institutional Waiver Request,** check box at left and complete Parts II and III.

THE INSTITUTION'S ATHLETIC DIRECTOR OR VOTING REPRESENTATIVE MUST SUBMIT STATEMENT IN SUPPORT OF WAIVER, INCLUDING APPROPRIATE DOCUMENTATION.

III. For ALL waivers, cite regulation from AIAW *Handbook* for which leniency is being requested:

Regulation: _____ Reference: _____ Page Number(s) _____

Signature of Student-Athlete _____ Name of Voting Rep. _____ Name of Ath. Director _____

Signature of Coach _____ Signature of Voting Rep. _____ Signature of Ath. Director _____

FOR OFFICE USE ONLY
To E&E _____ Additional Info. Needed _____
_____ Decision _____ Letter Sent _____

WRF/8-78

AIAW INJURY/ILLNESS REPORT FORM

To be used when a student-athlete's name has been listed on the AIAW Affidavit of Eligibility and the athlete is injured or becomes ill before competing in 25% of the events in that sport. *If this report is not submitted within two weeks of the time of the national championship, the student-athlete will be recorded as using a year of eligibility unless a Waiver Request Form is filed on her behalf.*

Date _____

Institution _____

Women's Athletic Director _____

Student-Athlete _____ Sport _____

The above named student-athlete sustained a disabling injury/illness on _____ (date) and (was not) (will not be) able to compete in any additional competitive events during the current academic year.*

Nature of Injury/Illness:

_____
Attending Physician

*Enclose a copy of the sports schedule with the contests marked in which the student athlete participated.

RETURN TO: AIAW National Office
1201 Sixteenth St., N.W.
Washington, D.C. 20036

AIAW SPECIAL PUBLICATIONS

AIAW Handbook 1978-79
AIAW Directory 1978-79
Regulations for Awarding Financial Aid to Student-Athletes
High School Brochure
Championship Booklet

NAGWS SPECIAL PUBLICATIONS

Bibliography of Research Involving Female Subjects
NAGWS Research Reports II and III
Fundamentals of Athletic Training for Women
Motivation in Coaching a Team Sport
Riding Standards 1978-79
Women's Athletics: Coping with Contoversey
Equality in Sport for Women
Programs that Work – Title IX

NAGWS SPORTS GUIDES

Contain official rules for the sport and for officiating, as well as articles of interest to players and teachers. Guides are published biennially except for the Basketball Guide, published annually. Unless otherwise specified, current editions with latest rules will be sent.

Archery-Fencing 1978-80
Basketball 1978-79
Bowling-Golf 1979-81
Competitive Swimming & Diving 1978-79
Field Hockey 1978-80
Flag Football-Speedball 1978-1980
Gymnastics 1978-80
Lacrosse 1978-80
Soccer 1978-79
Synchronized Swimming Jan. 1978-Jan. 1979
Tennis-Badminton-Squash 1978-80
Team Handball-Racquetball-Orienteering 1976-78
Track and Field 1978-79
Volleyball 1978-79

RULEBOOKS

Reprints of the *Guide* rules sections.

Basketball 1978-79
Skiing 1978-80
Soccer 1978-79
Softball 1977-79
Volleyball 1978-79

SCOREBOOKS

Basketball (Revised 1978)
Field Hockey
Softball
Volleyball (Revised 1977)
Volleyball Line Up Sheets

For current prices and order information, write:
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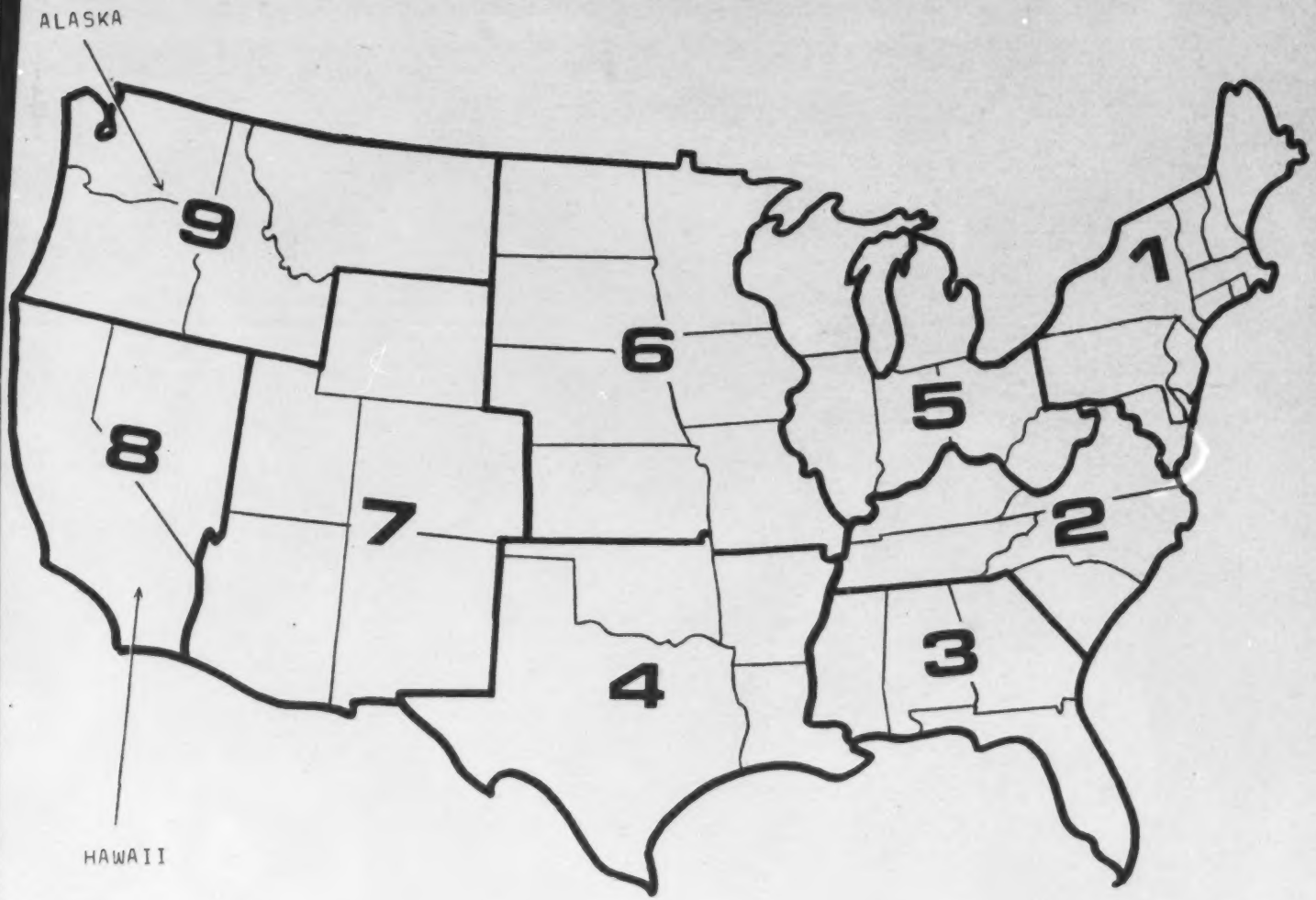
1201 16th St., N.W.
Washington, D.C. 20036



AIAW REGIONS